

# September 2015 Monthly Report



*Town Manager  
Russ Martin  
928-554-0001*

## DEPARTMENT HEAD INFORMATION

<i>Town Clerk</i>	<i>Virginia Jones</i>	<i>554-0023</i>
<i>Finance Director</i>	<i>Mike Showers</i>	<i>554-0811</i>
<i>Economic Development Director</i>	<i>Steve Ayers</i>	<i>554-0007</i>
<i>Marshal</i>	<i>Nancy Gardner</i>	<i>554-8301</i>
<i>Engineer/Public Works</i>	<i>Ron Long</i>	<i>554-0821</i>
<i>Magistrate</i>	<i>Paul Schlegel</i>	<i>554-0031</i>
<i>Librarian</i>	<i>Kathy Hellman</i>	<i>554-8381</i>
<i>Community Development</i>	<i>Mike Jenkins</i>	<i>554-0051</i>
<i>Risk Management</i>	<i>Carol Brown</i>	<i>554-0003</i>



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: October 6, 2015  
Cc: Department Heads  
Re: Manager's report for the period ending September 30, 2015

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The following is the Manager's report regarding activities in the month of September 2015:

### **Emergency Preparedness – December 2<sup>nd</sup> 10-3. (All Staff-Offices Closed)**

During the past couple of months we have begun preparing for an all staff training that will simulate an emergency within the Town of Camp Verde. Over the past couple of years certain staff have attended training and prepared through small scale exercises. However, we have not been able to include all staff and feel that this is the next step in training and preparing for a potential emergency in the Town. Risk Management is organizing this event and it will require the closure of the Town Offices for the middle part of the day. We still plan to keep the Library open as well as normal CVMO operations during the event but all other offices will be closed for this short period of time in the middle of the day. Offices will be open from 7-10 pm and then again at 3 -5 pm. We will be utilizing most of the downtown campus/rooms/Gym/Field, etc. during this training and preparedness drill.

### **Occupational Medicine Open House**

Attended an open house in Cottonwood where they are now well prepared for the full gambit of needs of the employee and employer related to worker related injuries. This is a fantastic opportunity to work directly with them who specialize in these injuries and the processes to help staff get back to work as quickly as possible but more importantly as healthy as they once were.

### **Streets**

Worked with staff in the Streets Division of Public Works that have prepared the past few months for a presentation/discussion about the status of our streets and potential for plans for the future maintenance and upgrade throughout Town. This is pending and opportunity to place on a future work session in November or December.

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



## Memorandum

To: Mayor and Council  
From: Carol Brown, Risk Manager  
Date: October 9, 2015  
Cc: Department Heads/Safety Committee  
Re: Risk Manager's Monthly Report ending *September 30, 2015*

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### **Obtained Insurance For:**

- Bouncy house – homecoming carnival

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

- Safety Committee Member relative to obtaining and properly cataloging Safety Data Sheets
- Began partnering with Camp Verde Sanitary District Manager Jan Grogan on the Town hosting a Confined Space Certification and Competent Person training
- In partnership with the Town Manager began planning an all-hands emergency response training exercise in order that we can: Prioritize, Plan, Prepare, Practice = Peace of mind
- Russ Martin, Barbie Bridge and I attended the Verde Valley Medical Clinic Occupational Medicine's open house. This was an opportunity to continue fostering our partnership with respect the group who provides Workers' Compensation injury/illness care and supports our return to work program
- Telephonic presentation on Supreme Court Compliance for Local Governments
- OSHA's mandated respirator fit testing. These tests are required for employees who use respirators in the course of their work. We coupled the training with some good laughs. Additionally, we decided the headdress below should not be part of our daily attire, but was necessary for the employee's to participate in the multi-step testing process



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

- No Workers' Compensation injuries/illnesses.

### **Risk Management Miscellaneous:**

- Fort Verde Days – Certificates of Insurance
- Worked with coordinator of the Fort Verde Days kick-off event; Lawn Mower racing

➤ Enhanced Waivers for volunteer/volunteer programs

Arturo Park playground is a much safer place to play now thanks to the maintenance crew,



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



**CAMP VERDE MARSHAL'S  
OFFICE  
Monthly Report  
September  
2015**



**Volunteers in Policing (VIPs):**

- **September 4<sup>th</sup>** - Assisted with the DUI check point
- **September 26<sup>th</sup>** - Dump the drugs detail (at CVMO)

**Training:**

- **September 1<sup>st</sup> - 4<sup>th</sup>** – Detective Zwak attended Advanced Forensic Interview and Child Abuse training in Phoenix
- **September 16<sup>th</sup> -18<sup>th</sup>** – Detective Sergeant Robinson attended the AACOP conference in Laughlin, NV
- **September 22<sup>nd</sup>** – Deputy Dustin Richardson attended National Traffic Incident Mgt. held at CVMO training room – hosted by DPS
- **September 30<sup>th</sup>** All sworn officers qualified on the day and night handgun duty qualification required by AZPOST

**Patrol:**

- **September 4<sup>th</sup>** – Patrol Conducted Traffic DUI check point on Montezuma Castle road – over 400 vehicles were stopped – no arrests were made.

**Miscellaneous:**

- **September 3<sup>rd</sup>** – Dispatcher Susan Wason graduated from ALP (Arizona Leadership in Policing) training hosted by AZPOST
- The Search for a commander has started over after the past candidate did not pass the background investigation – interviews will start mid-October
- **September 9<sup>th</sup>** – Marshal Gardner attended the MAT FORCE steering committee mtg
- **September 10<sup>th</sup>** – Deputy Travis Mundy retired due to medical reasons
- **September 17<sup>th</sup>** – ACO Britt Allen's last day – she accepted a job in El Mirage as a code enforcement officer
- **September 28<sup>th</sup>** – CVMO received a free unmarked traffic vehicle for enforcement from Cottonwood PD

**Coffee with a COP:** Deputy Roscoe Owsley and Deputy Mike Toporek attended September 28th

**Crime Rate- August 2014/2015**

August	2014	2015
Total Calls	1113	1207
Traffic Stops	245	108
Animal Calls	73	44
Vehicle Burglary's	0	3
Residential Burglary's	2	9
Criminal Damage	13	9
DV Calls	12	15

**Crime Rate September 2014/2015**

September	2014	2015
Total Calls	1124	1276
Traffic Stops	217	184
Animal Calls	48	48
Vehicle Burglary's	1	6
Residential Burglary's	4	4
Criminal Damage	14	6
DV Calls	14	10

10/05/2015 7:49 AM  
 LICENSES: 0002 THRU ZZZZZZZZZZ  
 PAID STATUS: ALL  
 LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T  
 SORTED BY: LICENSE NUMBER

ORIGINATI  
 EFFECTI  
 EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2929	SERV	JP EQUINE SERVICES	JP EQUINE SERVICES P.O. BOX 2385 CAMP VERDE, AZ 86322	MOBILE UNIT
	COMMENTS:	[REDACTED]		
2930	SERV	SCOTT BROS DRYWALL INC	SCOTT BROS DRYWALL INC P.O. BOX 1434 CAMP VERDE86322, 00000	2075 MONTEZUMA
	COMMENTS:	[REDACTED]		
2932	RET	CARPETS OF DALTON MILL OUTLET	CARPETS OF DALTON MILL OUTLET 2720 E LAKIN DR FLAGSTAFF, AZ 86004	
	COMMENTS:	[REDACTED]		
2933	RET	PLAY IT SAFE PLAYGROUNDS & PA	PLAY IT SAFE PLAYGROUNDS & PAR 85 W. COMBS RD STE 101 SAN TAN VALLEY, AZ 85140	
	COMMENTS:	[REDACTED]		
2934	SPEC-V	ELAINE MARCHLEWSKI	ELAINE MARCHLEWSKI 1211 LAMPLITER VILLAGE CLARKDALE, AZ 86324	1211 LAMPLIGHTE
	COMMENTS:	[REDACTED]		
2935	SPEC-V	J & K DESIGNS	J & K DESIGNS 11250 E IGHWAY 69 #1107 DEWEY, AZ 86327	11250 E HIGHWAY
	COMMENTS:	[REDACTED]		
2936	CONT	S&R CABINETRY & BUILDERS LLC	S&R CABINETRY & BUILDERS LLC 2660 E GANLEY RD TUCSON, AZ 85706	2660 E GANLEY R
	COMMENTS:	[REDACTED]		
2937	CONT	SCHWAB HEATING & COOLING INC	SCHWAB HEATING & COOLING INC 4305 N. LAKEVIEW DR. RIMROCK, AZ 86335	4305 N. LAKEVIE
	COMMENTS:	[REDACTED]		
2938	SERV	PREMIER PROPERTY RESTORATION	PREMIER PROPERTY RESTORATION S 2720ELUKIA DR FLAGSTAFF, AZ 86004	2720 ELUKIA DR.
	COMMENTS:	[REDACTED]		
2940	SERV	SKE CONSTRUCTION LLC	SKE CONSTRUCTION LLC 17295 S. AVE B 1/2 SOMERTON, AZ 85350	17295 S. AVE B
	COMMENTS:	[REDACTED]		
2941	CONT	SHAWKES ELECTRIC LLC	SHAWKES ELECTRIC LLC 41989 W KENNEDY CT MARICOPA AZ, AZ 85138	41989 W. KENNED
	COMMENTS:	[REDACTED]		
2943	SERV	KELLEY BROS OF ARIZONA INC	KELLEY BROS OF ARIZONA INC PO BOX 11585 PHOENIX, AZ 85061	3440 N. 27TH AV
	COMMENTS:	[REDACTED]		

10/05/2015 7:49 AM  
LICENSES: 0002 THRU ZZZZZZZZZZ  
PAID STATUS: ALL  
LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T  
SORTED BY: LICENSE NUMBER

ORIGINATI  
EFFECTI  
EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2944	CONT	TIMBER PEAKS CONTRUCTION LLC	TIMBER PEAKS CONSTRUCTION LLC 114 N. SAN FRANCISCO ST. # 207 FLAGSTAFF, az 86001	114 N. SAN FRAN
	COMMENTS:	[REDACTED]		
2945	CONT	FANN CONTRACTING INC	FANN CONTRACTING INC PO BOX 4356 PRESCOTT, AZ 86301	4356 PO BOX
	COMMENTS:	[REDACTED]		
TOTAL LICENSES:		14		

# Community Development Monthly Report September 2015



## Building Division:

Robert Foreman – Building Official, Emily Diver – Residential Building Inspector & Permit Technician,  
Sandra Farrar – Permit Technician

## Planning & Zoning:

Michael Jenkins – Community Development Director, Kendali Welch – Assistant Planner



## Code Enforcement:

Dave Marshall – Animal Control/Code Enforcement Officer





**Planning & Zoning  
Monthly Report**

**September 2015**

**September 2, 2015**

Michael Jenkins and Kendall Welch attended a General Plan Sub-Committee meeting to discuss the Transportation and Circulation Element.

**September 8, 2015**

Michael Jenkins gave a training presentation to the Board of Adjustment and Appeals on Planned Unit Developments (PUDs).

**September 9, 2015**

Michael Jenkins and Robert Foreman attended a Development Standards meeting for a proposed cultivation facility. Also attending the meeting were representatives from Camp Verde Water, Camp Verde Fire District, APS, Ron Long, Troy Odell, and Jan Grogan.

**September 10, 2015**

Michael Jenkins attended a Planning and Zoning Commission General Plan Work Session. Topics of discussion were the Housing Element, and Transportation and Circulation Element of the General Plan.

Michael Jenkins mailed out 300ft notification letters for the Mesa Use Permit application located on Parcel 404-13-013D, 4053 E State Route 260.

**September 16, 2015**

Michael Jenkins, Robert Foreman, Emily Diver and Sandra Farrar had a pre-application meeting with Philip Moreau, new owner of the Verde River RV Resort in regards to a Temporary Use Permit for a new storage/maintenance building. Moreau will also be submitting for a modification to the existing Use Permit.

Michael Jenkins posted a Notice of Public Hearing on Parcel 404-13-013D, 4053 E State Route 260 for the Mesa Use Permit application.

Michael Jenkins attend a General Plan Sub-Committee meeting to discuss the Economic Development Element.

**September 18, 2015**

Michael Jenkins attended a Joint Work Session of the Town Council and the Planning and Zoning Commission. Also attending the meeting was Planning and Zoning Commission Chairman B.J. Davis, and Commissioners Norton and Hisrich. Chairman Davis gave a presentation to the Town Council regarding the current status of the General Plan Update.

**September 21, 2015**

Michael Jenkins, Kendall Welch, Robert Foreman, Emily Diver, and Sandra Farrar attended a pre-application meeting with Brad Doeden of GLNV Architects to discuss the possible relocation of an existing fast food restaurant near the I-17 and State Route 260 intersection.

**September 23, 2015**

Michael Jenkins and Kendall Welch met with Planning and Zoning Commissioner Chip Norton to discuss additional information that needed to be added to the Housing Element of the General Plan.

Michael Jenkins and Kendall Welch met with Jason Keller of Signs928 to discuss rules and regulations pertaining to signage on the new Verde Valley Medical Center being constructed at the corner of State Route 260 and Finnie Flat Road.

**September 24, 2015**

Michael Jenkins and Kendall Welch attended a Planning and Zoning Commission General Plan Work Session. Topic of discussion was the Environmental Planning Element of the General Plan. Chairman Davis also gave the Commissioner's a quick update on the Joint Work Session with Town Council on September 18, 2015.

Bids closed for the Nuisance Abatement Contractor. One bid was received.

**September 30, 2015**

Michael Jenkins and Kendall Welch attended a meeting with Ron Long, and Troy Odell to discuss guidelines related to road development.

Michael Jenkins and Kendall Welch attended a General Plan Sub-Committee meeting to discuss the Economic Development Element.

**Code Enforcement Fiscal Year 2015-2016**

**No abatements as of September 31, 2015**

<b>Location</b>	<b>Total Cost Per Nuisance Abatement</b>

**Total**

**Budgeted Amount \$6,000.00, balance \$6,000.00.**

**Code Enforcement:**

**Total Complaints: 26**  
**Violations Found: 20**  
**Violation Not Found: 6**  
**Cases Closed: 10**  
**Open Complaints 59**

**Abatements: 0**

**Other statistics for the month:**

**Zoning Clearances Residential: 7**  
**Zoning Clearances Commercial: 5**

**MONTHLY REPORT FOR SEPTEMBER 2015**  
**BUILDING DIVISION**

Had an Audit by the Arizona State Office of Manufactured Housing regarding the Town's IGA with them. The audit went very well, no significant issues and the inspector was complimentary to our office and procedures. Attended two (2) after Council meetings with the Town Manager.

Attended a Pre-Development meeting with an applicant for a proposed grow facility that will eventually consist of five green-houses of approximately 21,000 square feet each. Attended a meeting with the new owner of an R.V. park concerning a new Use Permit they wish to apply for and several buildings and other upgrades to the park they want to make.

Met with the Fire Marshal and staff with an applicant that wants to convert a single family residence into a sober living facility with ten (10) residents. Had a meeting with staff and an applicant who wants to demolish an abandoned service station and build a fast food restaurant. Attended a Council meeting concerning a dangerous structure.

Construction at the VVMC medical facility is proceeding at a rapid pace and the Project Superintendent expects numerous trades to be going full bore beginning the week of October 5<sup>th</sup>. As you have no doubt noticed the Library has gone vertical and the pace there will pick up as well. Sandra Farrar has completed her first full month of training as the new Permit Tech.

Completed 91 building inspections, 13 residential plan check reviews, 5 commercial plan check reviews, 94 phone calls, 14 meetings, 23 miscellaneous site inspections, 13 miscellaneous postings, 3 transmittals, 3 business license applications, 2 special event review, and 2 dangerous buildings.



Robert Foreman CBCO  
Building Official/Town Safety Officer.

# BUILDING MONTHLY REPORT

<b>September 2015</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2015-2016 FY</b>
PERMITS ISSUED	24	25	70
PERMITS FINALED	30	12	58
PLAN REVIEWS PERFORMED	18	26	59
INSPECTIONS PERFORMED	91	68	226
PHONE CALLS RECEIVED	645	441	1493
BUSINESS LICENSES REVIEWED	3	6	16
BUSINESS LICENSE INSPECTIONS	3	6	16
MISCELLANEOUS SITE INSPECTIONS	23	20	72
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	2	0	3
Stop Work Order	0	1	1
Grading Without Permit	0	0	0

MISCELLANEOUS:

PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 9/01/2015 THRU 9/30/2015

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20150178 FIRE SPRK	9/15/2015 9/21/2015	VERDE VALLEY MEDICAL CENTER FIRE SPRINKLER	1298 FINNIE FLAT ROAD FIRE - FIRE SPRINKLER	CLIMEATEC OWNER	FIRE ALARM SYSTEM 12,970.00	FIRE 809.53
20150226 SOLAR	9/03/2015 9/10/2015	OWENS, ARTHUR V & DIAN SOLAR INSTALLATION	2555 MUSTANG LANE SOLAR - SOLAR INSTALLATION	SKY HIGH E OWNER	SOLAR INSTALLATION 20,605.00	SOLAR 632.03
20150228 MH	9/09/2015 7/27/2015	FRANTZ, GWYN RFS - MANUFACTURED HOME	2960 ZACHARY LANE MH - MANUFACTURED HOME	GLEESONMOB OWNER	MANUFACTURED HOME 8,900.00	MH 525.00
20150246 03-RES REM	9/01/2015 8/13/2015	MCKINLEY, PATRICIA & DAVI RESIDENTIAL ALTER/REMODEL	1903 COUNTRY LANE 03-RESREM - RESIDENTIAL REM	DOSTORTUGA OWNER	RESIDENTIAL REMODEL 10,000.00	03-RES REM 403.86
20150256 SOLAR	9/30/2015 0/00/0000	HOWARD & BETTY FAMILY TRUST SOLAR INSTALLATION	1650 PARRISH LANE SOLAR - SOLAR INSTALLATION	PURSOLAR OWNER	SOLAR INSTALLATION 34,050.00	SOLAR 937.63
20150260 SIGN-WALL	9/03/2015 9/21/2015	THOMPSON, FLOYD WAYNE & D SIGN - WALL	573 INDUSTRIAL DRIVE SIGN-WALL - WALL SIGN	OWNER OWNER	WALL SIGN 800.00	SIGN 377.17
20150261 SOLAR	9/08/2015 0/00/0000	COOPER, BRIAN M & CRYST SOLAR INSTALLATION	555 MESA LNE SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 16,525.60	SOLAR 536.33
20150266 SOLAR	9/16/2015 9/17/2015	GELDERMAN, SANDRA L SOLAR INSTALLATION	1734 QUARTERHORSE LANE SOLAR - SOLAR INSTALLATION	SOLARONE OWNER	SOLAR INSTALLATION 19,000.00	SOLAR 584.18
20150267 ZC	9/09/2015 9/01/2015	LOEHL, FRANK J & PATRI ZONING CLEARANCE	1295 QUARTERHORSE LANE ZONING CLEARANCE	OWNER OWNER	ZONING CLEARANCE 3,000.00	ZC 85.00
20150271 13-COM REM	9/17/2015 9/02/2015	EANE GREY INVESTMENT LLC COMMERCIAL ALTER/REMODEL	661 HOWARDS ROAD COMREM - COMMERCIAL REMODEL	TRIPLEX OWNER	COMMERCIAL REMODEL 15,000.00	13-COM REM 0.00
20150272 Z-TEMPUSE	9/08/2015 9/08/2015	PACKAGING I LLC TEMPORARY USE	3850 CHERRY CREEK ROAD Z-TEMP - TEMPORARY USE PERM	JAMESHKINN OWNER	TEMPORARY USE PERMIT 0.00	Z-TEMPUSE 150.00
20150273 SIGN-MONU	9/11/2015 9/14/2015	TIERRA VERDE HOLDINGS LLC SIGN - MONUMENT	1600 MONTEZUMA CASTLE HIG SIGN-MONU - MONUMENT SIGN	TIERRAVERD OWNER	MONUMENT SIGN 1,600.00	SIGN 296.03
20150274 MECH-RES	9/08/2015 9/08/2015	STARRAK, JEFFERY RES - MECHANICAL	978 APACHE TRAIL MECH-RES - RESIDENTIAL MECH	BUILDERSWH OWNER	RESIDENTIAL MECHANICAL 3,401.78	MECH-RES 75.00
20150277 ELE-COM	9/09/2015 9/09/2015	TOWN OF CAMP VERDE COMMERCIAL ELECTRICAL	473 MAIN ST ELE-COM - COMMERCIAL ELECTR	OWNER OWNER	COMMERCIAL ELECTRICAL 500.00	ELE-COM 0.00
20150280 03-RES REM	9/21/2015 9/11/2015	CHESTER, PETTY RESIDENTIAL ALTER/REMODEL	30 STATE HIGHWAY 260 03-RESREM - RESIDENTIAL REM	OWNER OWNER	ELECTRICAL REMODEL 2,500.00	03-RES REM 236.38
20150281 16-COMREP	9/18/2015 9/11/2015	LEE, WILLIAM COMMERCIAL REPAIR	212 FINNIE FLAT RD 16-COMREP - COMMERCIAL REPA	OWNER OWNER	COMMERCIAL REPAIR 3,000.00	16-COMREP 151.33

PROJECTS: All

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 9/01/2015 THRU 9/30/2015

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20150282 ELE-RES	9/14/2015 9/14/2015	BUY 2 SELL LLC RESIDENTIAL ELECTRICAL	1958 S. MURDOCK *Mult*	PURSOLAR OWNER	RESIDENTIAL ELECTRICAL 1,750.00	ELE-RES 75.00
20150284 MECH-RES	9/15/2015 9/15/2015	WHITCOMB, ALAN RES - MECHANICAL	1487 W HORSESHOE BEND MECH-RES - RESIDENTIAL MECH	OWNER OWNER	RESIDENTIAL MECHANICAL 1,808.05	MECH-RES 75.00
20150285 ZC	9/24/2015 9/16/2015	GAGNON, AMANDA AND JEFF ZONING CLEARANCE	2065 PARK VERDE ROAD	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 500.00	RES ACC 85.00
20150286 ROOF-COM	9/16/2015 9/17/2015	Carter, William DNU - COMMERCIAL ROOF	295 MAIN ST ROOF-COM - COMMERCIAL ROOF	OWNER OWNER	RE-ROOF 1,900.00	ROOF-COM 127.46
20150291 04-RES ACC	9/28/2015 9/23/2015	FOLDERMAN, JILL RESIDENTIAL ACCESSORY	2191 W PASO FINO WAY RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 3,000.00	RES ACC 85.00
20150292 13-COM REM	9/29/2015 9/24/2015	TOWN OF CAMP VERDE COMMERCIAL ALTER/REMODEL	1213 GARNER LANE COMREM - COMMERCIAL REMODEL	PLAYITSAFE PLAYITSAFE	COMMERCIAL ACCESSORY 50,000.00	11-NEW COM 0.00
20150298 FIRE SPRK	9/30/2015 0/00/0000	COOK, RICHARD - QUINT FIRE SPRINKLER	684 INDUSTRIAL DRIVE FIRE - FIRE SPRINKLER	SIERRAFIRE OWNER	FIRE SUPPRESSION 1,076.00	FIRE 149.74
20150299 04-RES ACC	9/30/2015 9/30/2015	SELTZER, JACK RESIDENTIAL ACCESSORY	4638 N. CAUGHRAN RD RES - RESIDENTIAL ACCESSORY	KILBY&SONS OWNER	RESIDENTIAL ACCESSORY BUILD 7,860.00	RES ACC 356.01
*** TOTALS ***		NUMBER OF PROJECTS: 24		VALUATION:	219,746.43	FEE: 6,752.73

PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 9/01/2015 THRU 9/30/2015

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

## \*\*\* SEGMENT RECAP \*\*\*

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
03-RES - RESIDENTIAL ALTER/REMODE	2	12,500.00	640.24
04-RES - RESIDENTIAL ACCESSORY	2	10,860.00	441.01
13-COM - COMMERCIAL ALTER/REMODEL	2	65,000.00	0.00
16-COMREP - COMMERCIAL REPAIR	1	3,000.00	151.38
ELE-COM - COMMERCIAL ELECTRICAL	1	500.00	0.00
ELE-RES - RESIDENTIAL ELECTRICAL	1	1,750.00	75.00
FIRE - FIRE SPRINKLER	2	14,046.00	959.27
MECH-RES - RES - MECHANICAL	2	5,209.83	150.00
MH - RES - MANUFACTURED HOME	1	8,900.00	525.00
ROOF-COM - DNU - COMMERCIAL ROOF	1	1,900.00	127.46
SIGN-MONU - SIGN - MONUMENT	1	1,600.00	296.03
SIGN-WALL - SIGN - WALL	1	800.00	377.17
SOLAR - SOLAR INSTALLATION	4	90,180.60	2,690.17
Z-TEMPUSE - TEMPORARY USE	1	0.00	150.00
ZC - ZONING CLEARANCE	2	3,500.00	170.00
*** TOTALS ***	24	219,746.43	6,752.73



PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 9/01/2015 THRU 9/30/2015

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

## \*\*\* BUILDING CODE RECAP \*\*\*

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
*BLANK* - *BLANK*	2	2	3,500.00	170.00
*Mult* - *Mult*	1	1	1,750.00	75.00
03-RESREM - RESIDENTIAL REMODEL	2	2	12,500.00	640.24
16-COMREP - COMMERCIAL REPAIR	1	1	3,000.00	151.38
COMREM - COMMERCIAL REMODEL	2	2	65,000.00	0.00
ELE-COM - COMMERCIAL ELECTRICAL	1	1	500.00	0.00
FIRE - FIRE SPRINKLER	2	2	14,046.00	959.27
MECH-RES - RESIDENTIAL MECHANICAL	2	2	5,209.83	150.00
MH - MANUFACTURED HOME	1	1	8,900.00	525.00
RES - RESIDENTIAL ACCESSORY BUILDING	2	2	10,860.00	441.01
ROOF-COM - COMMERCIAL ROOF	1	1	1,900.00	127.46
SIGN-MONO - MONUMENT SIGN	1	1	1,600.00	296.03
SIGN-WALL - WALL SIGN	1	1	800.00	377.17
SOLAR - SOLAR INSTALLATION	4	4	90,180.60	2,690.17
Z-TEMP - TEMPORARY USE PERMIT	1	1	0.00	150.00
*** TOTALS ***	24	24	219,746.43	6,752.73

SELECTION CRITERIA

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REPORT SELECTION

PROJECT RANGE FROM:            THROUGH ZZZZZZZZZZ  
PROJECT STATUS:            All  
CONTRACTOR:                All  
PROJECT TYPE:               All  
SEGMENT:                    All  
VALUATION RANGE FROM:        0.00    THROUGH 999,999,999.99

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PROJECT DATES

APPLIED RANGE FROM: 00/00/0000 THROUGH 99/99/9999  
ISSUED RANGE FROM:  09/01/2015 THROUGH 09/30/2015  
USE SEGMENT DATES:  NO  
EXPIRE RANGE FROM:  00/00/0000 THROUGH 99/99/9999  
USE SEGMENT DATES:  NO

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PRINT OPTIONS

TOTALS ONLY:            NO  
INCLUDE SEGMENTS: YES  
COMMENT CODES:         None

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\*\*\* END OF REPORT \*\*\*

**CAMP VERDE MUNICIPAL COURT**

**MONTHLY TRANSMITTAL**

Date: October 5, 2015  
From: Camp Verde Municipal Court

Reporting Month: September 2015

Check #: 5537

Total Amount of Check: \$24,855.00

**RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY \_\_\_\_\_**

**REVENUE ACCOUNT NUMBER**

<b>01-300-40-413000</b>	<b>\$22,899.56</b>
<b>Fines/Tecs/Forfeitures- before the check request below</b>	
<b>01-300-40-431000</b>	<b>\$100.37</b>
<b>Court Apt-Atty. Reimbursement</b>	
<b>05-310-40-413100</b>	<b>\$157.79</b>
<b>Local JCEF Fund</b>	
<b>05-330-40-413300</b>	<b>\$1545.53</b>
<b>Court Enhancement Fund</b>	
<b>19-601-40-413000</b>	
<b>Camp Verde Marshal's Safety Equip. Fund</b>	<b>\$151.75</b>

**CHECK REQUEST**

Summary of Checks that need to be written to County Treasurer, Law Enforcement Agencies and the State Treasurer

<b>VENDOR #</b>	<b>AGENCY</b>	<b>AMOUNT</b>	<b>ACCOUNT#</b>
002693	Yavapai Apache Nation Police Dept. Fines & Safety Eqpt.	5.78	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$156.11	01-300-40-413000
000117	Arizona State Treasurer	\$13,100.26	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$81.79	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

September 2015

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: September 2015

CRIMINAL TRAFFIC				
	D.U.I. (a)	Serious <sup>**</sup> Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	28	5	108	141
Filed	6	1	29	36
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>34</b>	<b>6</b>	<b>137</b>	<b>177</b>
Transferred Out	0	0	0	0
Other Terminations	0	1	18	19
<b>TOTAL TERMINATIONS</b>	<b>0</b>	<b>1</b>	<b>18</b>	<b>19</b>
Statistical Correction	0	0	0	0
Pending End of Month	34	5	119	158

\*A.R.S. 28-661 (if misdemeanor), -662,-663,-664,-665,-693,-708. See Instructions.

TRAFFIC FAILURE TO APPEAR**								
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
210	0	0	210	0	0	0	0	210

**\*\*READ:** These are FORMAL FTA FILINGS AND DISPOSITIONS CHARGING ANOTHER CRIMINAL OFFENSE, not bench warrants for failure to appear. FTA filings should also have original traffic complaint recorded in the CRIMINAL TRAFFIC SECTION above until that traffic filing has been terminated. Issuing a bench warrant or an FTA does not terminate the traffic filing.

Criminal Traffic/FTA Court Trials Held: 0 Criminal Traffic/FTA Jury Trials Held: 0

CIVIL TRAFFIC									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
165	105	0	270	0	9	74	83	0	187

Civil Traffic Hearings Held: 2

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)				
Filed	Trans In	TOTAL	TOTAL	TOTAL
16	0	16	16	16

## LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year:

September 2015

MISDEMEANOR									
	Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Tran Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)
Misdemeanor (Non-Traffic)	592	19	0	611	0	19	19	0	592
Failure to Appear (Non-Traffic)	5	0	0	5	0	0	0	0	5
<b>TOTAL</b>	<b>597</b>	<b>19</b>	<b>0</b>	<b>616</b>	<b>0</b>	<b>19</b>	<b>19</b>	<b>0</b>	<b>597</b>

TRIALS HELD			
Misdemeanor Court/FTA Trials Held:	0	Misdemeanor/FTA Jury Trials Held:	0

FELONY									
	Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)
	0	0	0	0	0	0	0	0	0
Felony Preliminary Hearings Held:	0	Felony, Misdemeanor, Criminal Traffic Initial: Appearances:						25	

LOCAL NON-CRIMINAL ORDINANCES						
	Pending 1st of Month	Filed	SUB- TOTAL	Terminated	Stat. Corr.	Pending End of Month
Parking	0	0	0	0	0	0
Non-Parking	4	1	5	3	0	2
<b>TOTAL</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>2</b>

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: September 2015

CIVIL COMPLAINTS			
Small Claims	Forcible Detainer/ Eviction Action	Other Civil	TOTAL
(a)	(b)	(c)	(d)
Pending 1st of Month	0	0	0
Filed	0	0	0
Transferred In	0	0	0
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transferred Out	0	0	0
Other Terminations	0	0	0
<b>TOTAL TERMINATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>
Statistical Correction	0	0	0
Pending End of Month	0	0	0

Small Claims Hearings Held/Defaults: 0 Civil Court Trials Held: 0

Small Claims Hearings Held/Defaults Before Volunteer Hearing Officer: 0 Civil Jury Trials Held: 0

### DOMESTIC VIOLENCE/HARASSMENT PETITIONS

	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	4	1	3	4
Harassment	3	2	1	3

### HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT

Order of Protection: 2 Injunction Against: 0

### SPECIAL PROCEEDINGS/ACTIVITIES

Peace Bond Complaints Filed:	0	Fugitive Complaints Filed:	0
Juvenile Hearings Held:	0	Search Warrants Issued:	2

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

Report Month/Year:

County: CAMP VERDE MUNICIPAL COURT

September 2015

**WARRANTS OUTSTANDING**

**TRAFFIC WARRANTS OUTSTANDING**

D.U.I.	140
Serious Violations	10
All Other Violations	596
<b>TRAFFIC TOTAL</b>	<b>746</b>

**CRIMINAL WARRANTS OUTSTANDING**

Felony	0
Misdemeanor	788
<b>CRIMINAL TOTAL</b>	<b>788</b>

MAIL BY THE 20TH WORKING DAY OF MONTH:

Arizona Supreme Court  
Administrative Office of the Courts  
1501 W. Washington St., Suite 410  
Phoenix, AZ 85007-3327

ATTN: Research/Statistics Unit  
(602) 542-9376

Paul A. Selegel  
Signature of the Judge/Magistrate (or designee)

Vernica Pineda  
Name of Preparer

October 5, 2015  
Date of Preparation

CAMP VERDE MUNICIPAL COURT

MONTHLY REPORT

DESCRIPTION	JULY 2015	AUGUST 2015	SEPTEMBER 2015	OCTOBER 2015	NOVEMBER 2015	DECEMBER 2015	JULY THROUGH DEC 2015	JANUARY 2016	FEBRUARY 2016
MISDEMEANOR & CR TRAFFIC FTA	31	23	19				73		
DUI	3	8	6				17		
SERIOUS TRAFF	1	0	1				2		
CRIMINAL TRAFF	23	36	29				88		
MISDEMEANORS									
SUBTOTAL	58	67	55				180		
CIVIL TRAFFIC	74	72	105				251		
HARASSMENT									
INJUNCTION	3	4	3				10		
ORDER OF PROTECTION	3	2	4				9		
TOTAL FILINGS	138	145	167	0	0	0	450	0	0
IA/ARR IN CUSTODY	42	23	25				90		
ATTY RESTITUTION	482.64	300.74	100.37				\$ 883.75		
LCL ORD FEES (Default/Warrant etc)	1183.07	1567.29	716.02				\$ 3,466.38		
LCL CRT									
ENHANCEMENT	1763.54	1936.76	1545.53				\$ 5,245.83		
JCEF TO TOWN	237.67	217.00	157.79				\$ 612.46		
CVMO ADDL EQ\$13	169.70	185.52	151.75				\$ 506.97		
DPS ADDL EQP \$13	101.65	113.02	81.79				\$ 296.46		
YAV CTY JAIL/ADD FEE	283.58	188.33	156.11				\$ 628.02		
MVD/ADOT/ADD FEE	0.00	0.00	0.00				\$ -		
ROC ADDL EQP FEE	0.00	0.00	0.00				\$ -		
YAN TRIBAL POLICE	6.02	5.86	5.78				\$ 17.66		
STATE TREAS.	15690.25	17178.37	13100.26				\$ 45,968.88		
TOWN TREAS.	10992.55	13049.34	9655.99				\$ 33,697.88		
TOTAL CHECK	29244.96	32874.20	24855.00	0.00	0.00	0.00	\$ 86,974.16	0.00	0.00



TOTAL FII									
MARCH 2016	APRIL 2016	MAY 2016	JUNE 2016	JANUARY THROUGH JUNE 2016	TOTAL FISCAL YR 2016	Inc/Dec FY 15 TO FY 16	TOTAL FY 2015 (Jul 14-June 15)	Inc/Dec FY 14 TO FY 15	TOTAL FY 14 (Jul 13-Jun 14)
				0		-100%	277	-33%	415
				0	17	-66%	50	-61%	128
				0	2	-80%	10	-29%	14
				0	88	-70%	294	70%	173
				0	180	-72%	651	-11%	730
				0	251	-81%	1356	-26%	1844
				0	10	-62%	26	37%	19
0	0	0	0	0	9	-61%	23	-15%	27
				0	450	-78%	2056	-22%	2620
				0	90	-77%	387	-5%	406
				\$ -	\$ 883.75	-85%	\$ 5,726.10	-60%	\$ 14,472.21
				\$ -	\$ 3,466.38	-80%	\$ 17,526.40	-16%	\$ 20,907.22
				\$ -	\$ 5,245.83	-83%	\$ 30,743.43	-23%	\$ 39,890.16
				\$ -	\$ 612.46	-79%	\$ 2,935.79	-25%	\$ 3,890.47
				\$ -	\$ 506.97	-76%	\$ 2,137.42	-22%	\$ 2,742.93
				\$ -	\$ 296.46	-87%	\$ 2,354.35	-22%	\$ 3,024.91
				\$ -	\$ 628.02	-86%	\$ 4,554.94	-49%	\$ 8,947.98
				\$ -	\$ -	-100%	\$ 8.00	-80%	\$ 40.00
				\$ -	\$ -	-100%	\$ 0.97	-44%	\$ 1.74
				\$ -	\$ 17.66	-73%	\$ 64.50	-96%	\$ 1,470.69
				\$ -	\$ 45,968.88	-82%	\$ 261,650.80	-15%	\$ 307,572.30
				\$ -	\$ 33,657.88	-81%	\$ 180,021.82	-19%	\$ 221,122.78
0.00	0.00	0.00	0.00	0.00	\$ 86,974.16	-82%	\$ 484,472.02	-18%	\$ 588,703.96

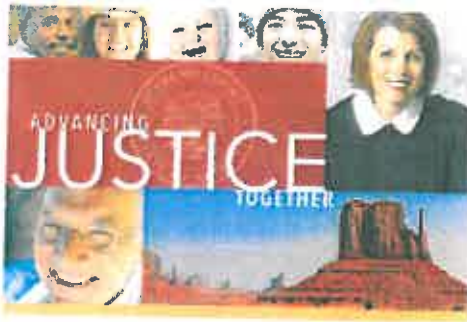
**JINGS AND COLLECTIONS-FIVE YEAR TREND**

Inc/Dec FY 13 TO FY 14	TOTAL FY 13 (Jul 12-Jun 13)	Inc/Dec FY 12 TO FY13	TOTAL FY 12 (Jul 11-Jun 12)	Inc/Dec FY 11 TO FY12	TOTAL FY 11 (Jul 10-Jun 11)	TOTAL FY 10 (Jul 09-Jun 10)	DESCRIPTION
2%	407	4%	393	-28%	545	472	MISDEMEANOR & CR TRAFFIC FTA
0%	128	41%	91	-11%	102	73	DUI
-13%	16	0%	16	45%	11	52	SERIOUS TRAFF
-23%	226	-49%	441	5%	421	502	CRIMINAL TRAFF
-6%	777	-17%	941	-13%	1079	1099	MISDEMEANORS SUBTOTAL
-15%	2164	5%	2057	13%	1822	791	CIVIL TRAFFIC
-37%	30	-21%	38	23%	31	24	HARASSMENT INIUNCTION
35%	20	-26%	27	-16%	32	32	ORDER OF PROTECTION
-12%	2991	-2%	3063	3%	2964	1946	TOTAL FILINGS
-20%	507	15%	442	0%	444	441	IA/ARR IN CUSTODY
-5%	\$ 15,188.68	12%	\$ 13,521.82	32%	\$ 10,237.25	\$ 12,736.35	ATTY RESTITUTION
-4%	\$ 21,773.48	16%	\$ 18,722.40	16%	\$ 16,140.89	\$ 11,228.71	LCL ORD FEES (Default/Warrant etc)
1%	\$ 39,413.33	-12%	\$ 44,584.65	28%	\$ 34,769.20	\$ 22,896.94	LCL CRT ENHANCEMENT
-3%	\$ 4,004.65	-12%	\$ 4,539.68	16%	\$ 3,910.25	\$ 3,109.40	JCEF TO TOWN
52%	\$ 1,804.36	60%	\$ 1,130.42	NA			CVMO ADDL EQP\$13
-24%	\$ 3,980.82	19%	\$ 3,352.33	NA			DPS ADDL EQP \$13
25%	\$ 7,130.78	8%	\$ 6,595.25	-5%	\$ 6,925.71	\$ 7,167.68	YAV. CTY JAIL FEES
-35%	\$ 62.01	15%	\$ 53.99	NA			MVD/ADOT/ADD FEE
34%	\$ 1.30	NA		3%	\$ 270.00	\$ 311.25	ROC ADDL EQP FEE
1501%	\$ 91.84	-67%	\$ 278.10	18%	\$ 295,231.95	\$ 248,081.20	YAN TRIBAL POLICE
8%	\$ 284,289.84	-19%	\$ 349,348.21	21%	\$ 241,591.94	\$ 190,774.09	STATE TREAS.
4%	\$ 213,580.63	-27%	\$ 293,400.56	21%	\$ 582,699.05	\$ 472,340.56	TOWN TREAS.
6%	\$ 554,359.56	-21%	\$ 703,283.19	21%	\$ 582,699.05	\$ 472,340.56	TOTAL CHECK

# CAMP VERDE MUNICIPAL

Our monthly newsletter: SEPTEMBER 2015

## Top stories over at the Court



### Advancing Justice Together: Courts and Communities

#### A message from the Chief Justice

Our state's greatest strength is vibrant mosaic formed by our attracted many to Arizona and history. Arizonans, whether hard-working, and determined



the diversity of our people and places. The varied communities and cultures has continues to define us. Throughout our natives or newcomers, have been optimistic, to build a better future.

Arizonans also are one in believing that all people should be treated fairly, their rights should be respected, and they should be well served by a government that follows the law. Our courts exist to secure these goals. Every day, more than 600 judicial officers and thousands of other judicial branch employees work diligently to serve their communities by administering justice for all Arizonans, whether they live in our largest cities or our more sparsely populated deserts and mountain areas.

The courts' new strategic agenda, Advancing Justice Together: Courts and Communities, reflects input from court personnel and the public throughout our state. It reaffirms goals successfully pursued under prior Chief Justices and other court leaders, and it builds on our well-established and nationally recognized traditions of excellence in judicial administration, education, and innovation.

Our first goal is promoting access to justice as technology and our state's population and economy continue to change. By implementing electronic case filing and access statewide, identifying best practices for various court operations, and developing new programs like veterans courts and the use of video remote interpreters, we will strive to better serve our communities, including those who are most vulnerable, such as children, the elderly, and victims of human trafficking or other crimes.

Advancing justice in Arizona requires courts and communities to work together. Our courts can provide timely and accessible justice only if they have adequate resources and other public support, including the many volunteers who serve on foster care review boards, as hearing officers, on judicial nominating committees, and in other court-related roles. To earn the support of our communities, we who work in the judiciary must continue to exemplify our deep commitment to fairness, integrity, efficiency, and equal justice under law.

I look forward to our work in advancing justice together.

—Scott Bales, Chief Justice

## Birthday celebration: for the Month of September

Happy Birthday Judge Schlegel!

### Getting Down to



25 Initial Appearance/ Arraignments

3 civil traffic hearings CVMO, DPS, and YANPD

1 criminal trial scheduled

36 scheduled Pretrial Conferences, restitution hrgs.

10 Sentencings for criminal cases and change of plea hrgs.

42 scheduled Order to Show Cause Hearings, status hearings, jail review hrgs,

3 petitions for injunctions against harassment 4 petition for Orders of protections



**Public Works  
August/September 2015**

**Engineering:**

Ron and/or Troy attended the following meetings/conferences:

- Meeting with Gervasio Engineering discuss Finnie Flat Drainage
- NACOG Technical Subcommittee
- Rural Transportation Conference
- CDBG
  - Pre-bidding Meeting
  - Pre-construction Meeting with Fann
- Oral Boards for Marshall Office
- Meeting with Camp Verde Water Company
- Meeting with Yavapai Fence
- Work on WIFA Application
- VVMC Sewer Meeting
- Finnie Flat Sidewalk Project
- ADOT-SR260
  - Utility Coordination meeting
  - Back age Roads
  - Grief Hill Wash Site Review
  - Mike Mulcaire
  - Progress Meeting
  - Jerry Eaton
  - Camp Verde Water Meeting with ADOT
- Yavapai County Flood Control and Salt River Materials meeting at Mine Site
- Community Development Meetings
  - Development Standard Review – BRLS Properties
  - AHA
  - Subdivision Requirements
- Sewer Assessments and Legal Description
- On-Call Service Evaluation
- Library construction weekly progress meeting
- Shelia @ Fort Verde regarding sign on Hollamon and Main
- Meeting with Townhouse resident regarding pavement and sidewalks

**Streets:**

- Grading
  - Middle Verde

- Newton
- Mowing of ROW
- Measuring of all Roads within the Town of Camp Verde
- Continue to Assisted with Verde Lake Flooding Clean up
- Faulkner Wash Culvert Clean up
- Daily work orders
- HSIP Grant
  - Stage 3 and 4 Signs inventory and start installation
- Equipment Maintenance
  - Misc maintenance on equipment
- Road Repair Project
  - Rendell Ranch Acres
  - Quaterhorse
- Repairing Bridge at Townhouse

#### **Stormwater:**

- JOC Request for Quote for Faulkner Wash Culvert Clean out
  - Work by JOC Completed
  - Street Crew has more clean up in wash to complete
- Gaddis Wash
  - Fencing completed
- Bull Pen Wash – Verde Lakes Flooding
  - Street Crew continues to clean up mud
  - Emergency watershed Protection Grant
    - Working with NRCS on getting all paper work together for request
    - Marking of Trees
    - JOC Meeting
    - Awarded Grant
    - Work complete within 10 days
    - Will be planting trees in late September
    - Called in Blue Stake for cleaning of Ditches in Verde Lakes area that was flooded

#### **Sewer:**

- Marked 33 blue stakes in August and 59 Blue Stakes in September.
- We had 3 afterhours emergency call outs.
- Conducted daily and monthly wastewater monitoring (lab tests).
- Continued working on a video library for sewer pipe inspections
- August Monthly inspection of 21 fire extinguishers and 2 emergency lights were inspected.
- September Monthly Inspections and maintenance:
  - 21 Fire Extinguishers were inspected and serviced.
  - Emergency Lights Inspection. Fixed Lighting at Main Street.
  - Replaced Plant Generator Batteries.
  - AED batteries replaced and system on line.

- o The new Headworks is under construction by Fann Contracting. We finished rebuilding the Auger assembly to go in the new headworks.
- o Completed camera work (a camera is inserted into the sewer line so we can inspect it) and Jetting (power washing) 3<sup>rd</sup>, 4<sup>th</sup> 5<sup>th</sup> Streets and Arnold Terrace.
- o The cleanouts for each property were located in the Fort Verde Caves subdivision and added to our Google Earth map.
- o We had several repairs this month:
  - o Repaired 8 inch line 3rd St. and Arnold Terrace.
  - o Replaced worn manhole covers and rings on 3rd, 4th and 5rd streets and Arnold Terrace.
  - o Raised, grouted and resealed a manhole at American Heritage Academy.
  - o Repaired broken line at American Heritage Academy.
  - o Conducted trainings for:
    - Gas Meters
- o All staff attended parts of the Rural Water/Wastewater Conference
- o All staff attended AZ811 (Blue Stake) training workshop
- o Jerry and Jan attended CPR Training
- o Jan attended the Board of Directors Meeting and the National Rural Water Conference as the Arizona Director.
- o The staff has been helping with the wood chipping and clean-up of the work on Cactus Blossom.
- o Worked on rebuilding the auger assembly for the head works.

**Maintenance:**

- o Repaired slide at Pool
- o Painted records room and removed tile from CVMO
- o Assisted with National Night Out for CVMO
- o Fabricate grate for Wastewater
- o Pre-work for sealing wood on Ramada, Cook Shack, Pump house and Rezzonico Park Restrooms
- o AC Filter Changes
- o Sesquicentennial Park
  - o Assist with park construction
  - o Locating of water, electric lines
  - o Removed lights and telephone pole in park area
  - o Assisted with Gazebo minor repairs
- o Butler Park
  - o Lighting Assessment
  - o Installed new rules signs
  - o Ordered new Playground Structure Equipment

- Closed off Playground area for Safety
- Removed playground Structure
- Auturo Park
  - Installed new playground fall material
- Monthly Fire extinguisher checks
- Addressed OSHA issues
  - Installed 2 eyewash stations
  - Numerous exit signs
- Assisted South Verde for Mural painting
- Daily Work Orders
- Partial trimming of Main St planters for Traffic Safety
- Installed new banners over Main St.
- Added electrical outlets in gym for event use
- Assisted with Hollamon St planter project
- Respirator fit tests
- Parks summer work
- 3 employees attended AZ Parks and Rec Conference
- Supervisor Attended Risk Management Class
- 3 employees attended ADEQ and Asbestos Institute training
- Tree and bush trimming
- Mowing and cleaning of weeds

### **Parks & Rec:**

- Continued to handle requests for facility use at the Community Center and 200 building as well as the various sports fields.
- Staffed a booth at the National Night Out with Lifeguards from the pool focusing on August as Drowning Awareness Month.
- Completed planning for fall day trip series and started marketing.
- Scheduled the Fall Parent/Child Campout in September and began marketing.
- Distributed Grasshopper Basketball registration materials to the schools and began accepting registration.
- Completed the planning for the Free Friday Family Movies in conjunction with the Community Library.
- Finalized space allocation for the OLLI program this fall and worked with the committee to prepare for the kick-off session on September 3.
- August 30 we hosted a trip to see the Diamondbacks play the Oakland A's. We have one more trip this season to see the LA Dodgers on September 13.
- Continued working with Community Development on Transportation & Circulation portion of General Plan update.
- Michael Marshall attended the Arizona Parks & Recreation Association annual conference in Tucson. The conference provided a lot of valuable education including aquatic specific information which will affect the off season planning for next year's pool season.

- o The pool shifted to an extended season schedule on August 5th with ongoing adjustments based on staff availability and attendance. The pool will close for the season on September 13. Pool visits for this season so far are approaching 8000.
- o Conducted first Fall Friday trip to AZ Snowbowl.
- o Started Main Street Trunk or Treat Halloween planning including donation requests.
- o Held Fall Parent/Child Campout in conjunction with first Free Friday Family Movie Night.
- o Started registration for Grasshopper Basketball.
- o Helped schedule and present OLLI kick-off program in Gym.
- o Held last Diamondbacks trip this season to see the LA Dodgers on September 13.
- o Along w/ Russ Martin & Kathy Hellman met with representatives from the CVUSD about SciTech and Friday program options.
- o The pool closed for the season on September 13. Pool visits for this season were around 8000, down from last year's 8700 due to our closure for a little over a week with mechanical problems in June.



## PUBLIC WORKS PROJECT STATUS REPORT: August/September 2015

### Facility/Maintenance Improvements

	PROJECT:	CURRENT STATUS:
1	Public Library	Foundation Complete, steel is being constructed, elevator shafts have been started.
3	Court Improvements: Remodel of Rooms 206, 207, & 208	Design is in final phase: As-built documentation, preparation of design development & construction drawings, preliminary HVAC & lighting layout
4	Transit/Bus Stops	One bus stop by Burger King completed and in place. Second bus stop at Basha's Center will be installed in conjunction with a minor drainage improvement but not prior to the Finnie Flat Sidewalk
5	Community Park	A Request for Quote will be done by staff to choose a consultant for a reclaim water line design to utilize reclaimed water from the treatment plant at the park, and to prepare grading & drainage plans for the park. Staff working on preliminary plans for gravel entrance road.

### Streets Improvements

	PROJECT:	CURRENT STATUS:
1	Finnie Flat Sidewalk	Construction Plans at 95%, Will be constructed at same time as the sidewalk along Highway 260 from Cliffs Parkway to Main Street by the ADOT appointed contractor, <u>estimation</u> is that ADOT will bid both projects in January, 2016, ADOT will be the project manager.
2	Hollaman Street Parking Lot Improvements	Survey is complete ; design to be done under RFQ
3	HSIP – Sign Replacement Program 1st half/phase	The sign inventory for this portion of the Sign Replacement Program is complete. The Town Street Crew have installed 2 of the 4 delivery of signs. We have received Stage 3 & 4 of signs & crew is currently installing balance of signs.
4	Tri-Intersection - NACOG Project	Estimate of construction cost is excessive; negotiating w/ADOT for possible use on SR-260 roundabout
5	Industrial Drive Round-A-Bout	In negotiations w/ADOT for funding source from Tri-Intersection
6	Town-site Paving Phase III - CDBG	Construction start 10/05/15
7	Finnie Flat Corridor Design	A consultant will be engaged from the Request for Qualifications for the design. To begin in FY 15/16
8	Cliffs Parkway & Finnie Flat Signal Traffic Detection Cameras	Priority has been reassessed while options and possible alternatives are considered to reduce cost

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## PUBLIC WORKS PROJECT STATUS REPORT: August/September 2015

### Stormwater Improvements

	PROJECT:	CURRENT STATUS:
1	Finnie Flat Channel Phase II including; Cliffs Parkway Detention Basin, Cliffs Parkway Culvert Extension and Vault, and Finnie Flat Curb and Townhome Entrance	Cliffs Parkway Detention Basin is complete for now (some future seeding, and groundwater recharge work may be done later). The Cliffs Parkway Culvert Extension has been completed and the plans for the vault and grate are complete and are out to Job Order Contractors for quotes. Received quotes for Cliffs Parkway Culvert Extension we didn't accept any quote as they all came in higher than original engineer cost projection. The Finnie Flat Curb and Townhome Entrance Plan are complete and are to Job Order Contractors for quotes. Received and Awarded Quote for Finnie Flat curb and Townhome Entrance Plan to McDonald Bros.
2	Verde Lakes Drive Drainage	Construction Plans for improvement of drainage ditches along Verde Lakes Drive from Clinton Drive to West Clear Creek and from Highway 260 to Bull Pen Wash are underway and are 30% complete. Anticipate plan completion and construction in early to mid-2015. Will be quoted as a JOC project.
3	Gaddis Wash Box Culvert Crossings	Culverts have been placed into Gaddis Wash, Fencing moved, and driveway improved to Public Works Yard and Animal shelter
4	Quarterhorse Lane/Overman Access Road & Drainage Channel	Project closed pending a mutually acceptable agreement by owners of impacted and neighboring properties
5	MS4 New Permit	ADEQ submitted Public Notice on new permit, due to the number of submitted response and concerns they are making appropriate reviews on to the draft report. They will send it second Public Notice in Mid-January of 2016 and Issue New MS4 Permit Mid-February.

**PUBLIC WORKS PROJECT STATUS REPORT: August/September 2015**

**Utility Improvements**

	PROJECT:	CURRENT STATUS:
1	Wastewater Treatment Plant Headworks	Headworks Rehabilitation Plan are 100% complete. Plans went out to Job Order Contractors, Fann Contracting was award bid. The attentive completions for the Headworks mid-October.
3	Wastewater Treatment Plant Tertiary Filtration	The tertiary filter system and ultraviolet disinfection system upgrades have both been chosen and plans are underway. These plans will need to be submitted to ADEQ for review. Construction of these items will be done in next fiscal year.
4	Wastewater Treatment Plant UV Disinfection Upgrades	The tertiary filter system upgrades have been chosen and plans are underway. These plans will need to be submitted to ADEQ for review. Construction of these items will be done in next fiscal year.
5	Wastewater Treatment Plant Sludge Drying Beds	We anticipate the design of the sludge drying beds will begin early in the next fiscal year. These plans will need to be submitted to ADEQ for review. Construction of this item will be done also in the next fiscal year.
6	State Route 260 Sewer Master Plan Sleeve Placement Plan	A consultant is working on preliminary scoping
7	Public Works Yard Sewer Line	Needs to be staked by Ron/Troy and constructed; pending adequate funds to complete the construction and connection fees