

December 2018 Monthly Report



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

DEPARTMENT HEAD INFORMATION

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



Memorandum

To: Mayor and Council
From: Russ Martin, Town Manager
Date: January 24, 2018
Cc: Department Heads
Re: Manager's report for the period ending December 31, 2018

The following is the Manager's report regarding activities in the months of December 2018:

New HR Specialist

Spent much of December catching up and working with new HR Specialist Ana Yates who has quickly worked to understand Tyler, or finance software and continues to meet with different areas developing a series of best practice and regular management assistance such as how to handle resignations and preparing for regular/annual evaluations.

Fire and CVMO

The new Marshal met with Fire District Chief Keller to meet and discuss future operations and opportunities including working with the community together for possible fundraising efforts. Also of note is that the Fire District will be losing the Fire Marshal Kristi Gagnon at the end of January and this has been a great source of cooperation amongst both entities, she will be missed.

Employee Christmas Party

A huge thank you to the staff at the Library who put together a fun evening with great food. We are very grateful for the staff's participation in putting together these kinds of activities and it meant a lot that they were willing to step up to make it all happen! Thank you Library Staff, and our servers from the Youth Council!

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



Office of the Town Clerk December 2018

Note from the Clerk: The Clerk's Office has spent several days purging old documents. Most of the records request received in December are very cumbersome, when e-mail records are requested they must go through our IT department and then the Clerk's Office must review each e-mail to redact and privelgdged information. 11 records request may not sound like much, however the time to review several thousand e-mails is a very time consuming.

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 2017 (LIST ON FILE IN CLERK'S OFFICE)

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Number of Requests 2018	8	15*	16	10	11	17	14	16	6	13	7	11	131
Number of Requests 2017	6	5	10	6	9	6	6	6	3	4	3	2	51
Number of Requests 2016	3	3	2	3	9	11	4	4	2	2	3	0	46
Number of Requests 2015	12	3	8	9	12	15	8	13	7	3	8	4	102
Number of Requests 2014	12	44	15	13	18	23	13	31	7	3	29	19	217

Training: No formal Training in December

Judy Morgan, Town Clerk

LICENSES: 0002 THRU ZZZZZZZZZZ

SORTED BY: LICENSE NUMBER

ORIGINATION DATES: 12/01/2018 TO 12/31/2018

PAID STATUS: ALL

EFFECTIVE DATES: 0/00/0000 TO 99/99/9999

LIC CODES: ALL

EXPIRATION DATES: 0/00/0000 TO 99/99/9999

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3573	CONT	WELLS, JAMES	JAMES WELLS 7014 E GOLF LINKS RD #54 TUCSON, AZ 85730	00 OUT OF TOWN
	COMMENTS:	[REDACTED]		
3574	CONT	WOLFE VALLEY ELECTRIC LLC	2959 E TYSON CT GILBERT, AZ 85295	00 OUT OF TOWN
	COMMENTS:	[REDACTED]		
3575	SERV	GIMLIN DESIGN & DRAFTING SERV	PO BOX 901 RIMROCK, AZ 86335	00 OUT OF TOWN
	COMMENTS:	[REDACTED]		
3576	CONT	INVISION CONTRACTING LLC	1366 S RICO MESA, AZ 85204	00 OUT OF TOWN
	COMMENTS:	[REDACTED]		
TOTAL LICENSES:		4		

SELECTION CRITERIA

REPORT SELECTION

LICENSE RANGE: 2 THROUGH ZZZZZZZZZZ
ORIGINATION DATE FROM: 12/01/2018 THROUGH 12/31/2018
EFFECTIVE DATE FROM: 00/00/0000 THROUGH 99/99/9999
EXPIRATION DATE FROM: 00/00/0000 THROUGH 99/99/9999
STATUS: Pending, Active
LICENSE CODE: All
BUSINESS CLASS: All
REPORT CODE: All
COMMENT CODE: BL060
COMMENT FILTER: BL060
SORT OPTION: License Number
CITY LIMITS: Both Inside & Outside
PAID STATUS: All
PRINTED STATUS: All
COMPLETE ADDRESS: Yes

ADDITIONAL FIELDS FOR THE REPORT

MAILING ADDRESS
PROP. ADDRESS

END OF REPORT



**CAMP VERDE MARSHAL'S
OFFICE
Monthly Report
December
2018**



Volunteers in Policing (VIPs):

- VIP Wiggle conducted community patrols each week during the month
- VIPs Wiggle and Dickey assisted with setting up and manning the mobile command post on four consecutive weekends in December as part of the holiday DUI task force details

Training:

- Dec. 17 – Deputies attended in-service training for defensive tactics as part of annual training requirements
- CVMO employees started AED Training

Patrol:

- Dec. 4 – Deputy Trahin was selected after an interviews process to fill a position on the GIITEM task force. Start date for the assignment is January 27, 2019
- Dec. 7 – Deputies worked traffic control for the annual Fort Verde Christmas parade of lights
- Dec. 17 – Deputy Ty Wantland began work on this date as the newest CVMO deputy. He is a lateral hire officer from a neighboring agency
- Dec. 30 – Oscar Berrelez was re-hired as a patrol deputy
- Dec. 7-30 – CVMO deputies participated in the 2nd Annual Verde Valley DUI task force held during the holidays. The detail ran every Friday and Saturday night between these dates (9 nights), involved seven area law enforcement agencies, and was coordinated by CVMO

Miscellaneous:

- Dec. 15th, cvmo officers, employees, Volunteers, and family members participated in shop with a cop.
- Marshal Rowley completed one on one interviews with all cvmo employees and volunteers

Coffee with a COP:

- Coffee with a Cop was held December 31st at Thanks a Latte. Next event will be January 28.

December statistics compared to last year

December	2017	2018
Total Calls	754	798
Traffic Stops	206	273
Animal Calls	66	48
Vehicle Burglary	0	0
Residential Burglary	2	2
Criminal Damage	5	4
Domestic Violence	10	11



PUBLIC WORKS MONTHLY ACCOMPLISHMENTS

December, 2018

Engineering: Ron, Troy, and or Dorie either attended the following:

- Department Head meetings
- Created various Work Orders
- Processed Payables and Pay Applications
- Met with Camp Verde Arena Association with Com-Development
- Ordered new Residential street signs for installation
- Troy-Reviewed Red Moon RV
- Troy-Sluge drying bed review
- Troy-Chlorine content review

Streets Division:

- Grade old 279 several times
- Prepare crack seal machine for seasonal crack seal
- Grade Altman and Old Corral rd.
- Start Crack seal various roads
- Install several sleeves under the road at Altman and Old Corral
- Haul millings from Cordes JCT to the streets yard
- Haul millings from Cordes JCT to Altman rd and Old Corral road
- Prepare Altman and Old Corral rd. for pavement
- Close roads for the yearly light parade
- Install road signs at various locations around town
- Grade the shoulders on Altman and Old Corral after pavement
- Work on the burn pit at the yard
- Clean the shop and yard
- Move wood chips at Butler park for maintenance
- Do maintenance on several pieces of equipment
- Haul backhoe to Cordes JCT to break up millings
- Sweep main St / Cliffs Pkwy / various other roads

Parks and Recreation:

- The surface of the Perimeter Loop Trail at the Sports Complex has been completed. The trail is 10' wide made of compacted Aggregate Base Course with a tackifier added to stabilize the surface. Laid down by a paving machine this trail is part of the Grant from Arizona State Parks. With the work at the Sports Complex it was decided to widen the trail from the original 6', add the tackifier and also add a connection to the McCracken Road entrance. We hope to finish the parking lot for the trailhead and open the trail in late January or early February.
- Grasshopper Basketball for 1st – 4th grade playoffs were held the first week of December. Registration is open for 5th – 8th grade basketball with games starting January 19.
- Registration is underway for a new kids program on Friday afternoons. This camp is an attempt to extend the opportunities from the CVUSD camps but open to all kids not just CVUSD students.
- Continued to handle requests for facility use at the Community Center, Rooms 204 & 305 and sports fields. For perspective this month saw 67 scheduled uses in the meeting rooms, 61 time slots in the Gym and 5 Ramada reservations. This included the annual Toys for Tots event and the BOL Christmas dinner.
- Our Christmas Craft Bazaar and Parade of Lights were both a great success. We increased to 42 vendors including 5 outside this year for the Bazaar. Attendance was estimated to be 800 customers up from 500 last years. Parade participation was also up to 26 floats including Santa and Mrs. Claus as well as two elves, an increase of 8 from last year. Extra effort by Shawna and Angi helped to make these increases happen as well as a upgraded decorations for Santa's sleigh, after Steve from Maintenance put on new tires, and nook on the stage for greeting kids after the parade.
- This month saw our last Friday trip of the year, a second holiday shopping trip. This continues to be a popular program with some trips more popular than others. Our next trip list is out with input from our new shuttle bus driver Michelle who also suggested our last shopping trip to the Mesa Marketplace.
- Mike & Shawna traveled to Maricopa for a roundtable education experience on Facility operation through the Arizona Parks & Recreation Association as well as a Verde Front River Recreation workshop here in Camp Verde.

Wastewater Plant:

Tasked with 78 Blue Stakes for the month.

Received 8 call outs for plant alarms.

Clearing ground for the solar panels.

Repaired Belt Feed Press.

Work on Red-lines for the Drying Beds submitted to SEC for revision.

Set Disk Filter onto slab for Filter Building.

Disk Filter Building exterior completed.

Maintenance:

- ADA Swingset and surface install at Butler Park
- Assist in Parade of Lights.. Chris was an EXCELLENT SANTA!!
- Install bulletin board signs at Rezzonico Park
- Installation of Ansul hood in Kitchen
- Ceiling fan installation at Library
- Safe-ot sidewalks after snow storm
- Daily work orders
- Daily cleaning of Parks
- Keep water level full at pool
- Chlorinate pool
- Irrigation system work at Hallet Plaza and lower parking lot at the Library.

COURT NEWS



MONTHLY NEWSLETTER

DECEMBER 2018

What's happening at Camp Verde Municipal?

- Veronica attended the Dept head meeting December 4th .
- Veronica attended the Safety committee meeting on December 5th.
- Town Christmas party was December 14th.
- Court had their 1st annual Christmas cookie swap,
- Veronica attended the monthly department head meeting on December 18th.
- Judge was on vacation last week in December
- Veronica took vacation time off last weeks of December.
- Veronica attended the Yavapai County Limited Jurisdiction Administrators meeting in Prescott on Nov 29th.
- Staff enjoyed several holidays off this month, thank you.

Lets compare some stats: November & December

- **46 total Criminal Misd./ Trfc & local criminal ordinance/charges filed**
12 LESS than Nov.
- **115 Civil traffic charges** filed this month (CVMO/YANPD/DPS)
69 MORE than Nov.
- AZCourtpay.com (OLCP/FARE) monies collected this month: \$1567.62 compared to \$4,781.65 in November
- 0 Petition (s) for order of protection were filed this month
- 1 Petition for Injunction against harassment was filed this month

OTHER FUN STUFF THIS MONTH

- Judge Ramsey and Judge Neil both continue to assist the Court on conflict cases for Judge Schlegel.
- Judge performed one (1) wedding December 12th.
- Birthday's celebrated this month: none

Merry Christmas!!

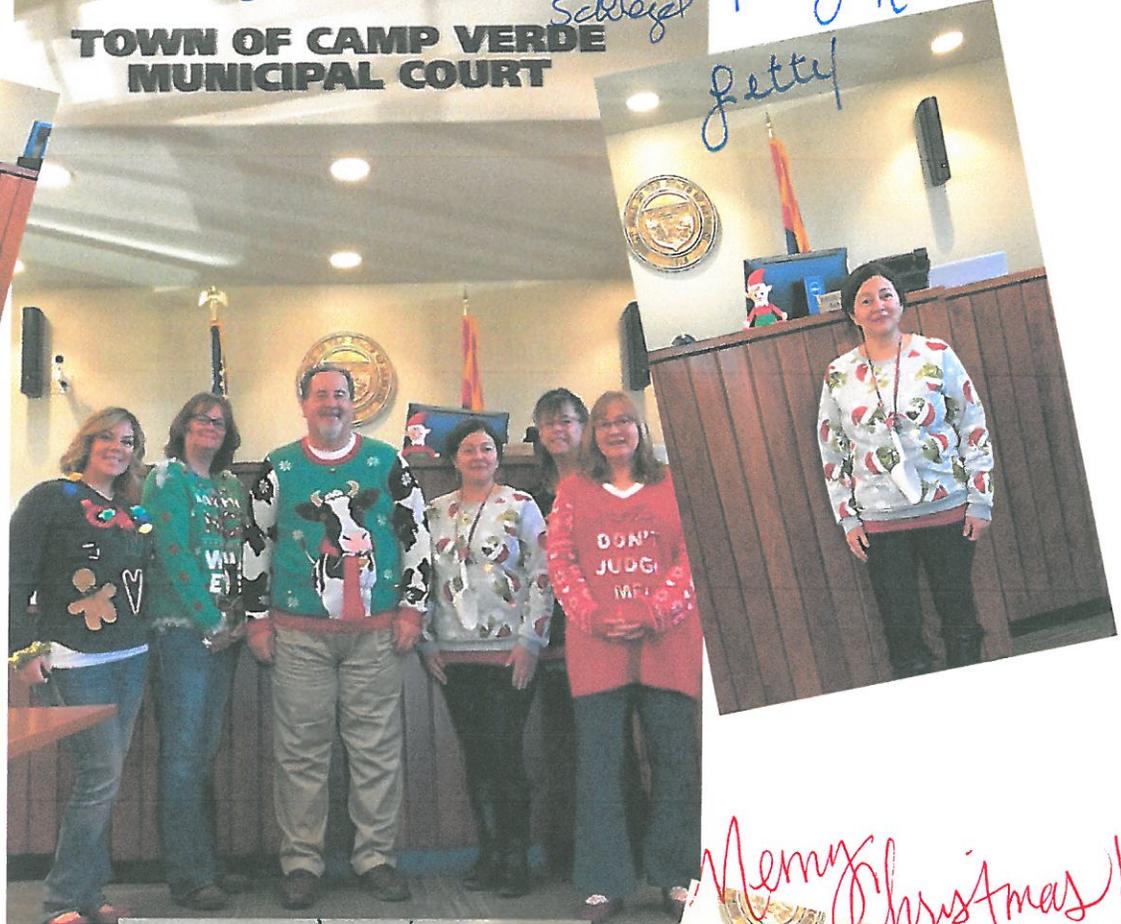
Merry Christmas - Judge Schwegel Feliz Navidad!

**TOWN OF CAMP VERDE
MUNICIPAL COURT**

Mary
Tina
Celia



Patty



Merry Christmas!
Teresa



Happy Holidays
Melissa



Merry Christmas!
Vr





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

December 11, 2018

Justice John Pelander Announces Retirement

Phoenix – Arizona Supreme Court Associate Justice John Pelander provided notice of his retirement from the bench to Governor Doug Ducey, effective March 1, 2019. Justice Pelander has served on the supreme court for nine years, having been appointed by Governor Brewer in 2009. He previously served on the Arizona Court of Appeals, Division II for 14 years, including roles as Vice Chief Judge and Chief Judge.

Justice Pelander's legal career includes decades of service on committees and with organizations dedicated to the improvement of the law. In his letter to the governor, Justice Pelander expressed gratitude for the work itself, the people in the supreme court and throughout Arizona's courts, and for Arizona's merit selection process. Chief Justice Scott Bales commented: "For some twenty-three years, Justice Pelander has been an exemplary judge – a model for his wisdom, collegiality, and commitment to fairly upholding the law. He will be greatly missed by his colleagues on our Court and others in the judiciary, and we wish him the best in his retirement."

Upon retirement, Justice Pelander will return to his roots in southern Arizona and anticipates completing the cases granted review during his tenure. Under Arizona's merit selection system, the appellate nominating commission will receive and screen applications in early 2019 as part of the process for appointing a new justice to the court. Governor Ducey will make the appointment from a list of qualified candidates.

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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

December 17, 2018

Legal Info Hub Posted to Court's Website

PHOENIX – The Arizona Commission on Access to Justice (ACAJ) was established in 2014 as part of Chief Justice Scott Bales' Strategic Agenda. Since then, the commission and its workgroups have developed legal resources in different formats for self-represented litigants to improve access to justice.

With increasing content, a new [Legal Info Hub](#) was launched on December 3, 2018, on the Arizona Judicial Branch's website as the central repository for the Arizona Supreme Court's [Legal Info Podcasts](#), [Legal Info Videos](#), [Legal Info Sheets](#), and [Legal Info FAQs](#). Legal Info Sheets can be printed and used as reference materials. Transcripts of Legal Info Podcasts and Legal Info Videos are provided as an alternative delivery method. Legal Info Videos can be viewed with closed-captioning on AZCourtHelp.org. More content will be added from ACAJ and other committees to the Legal Info Hub webpage:

<https://www.azcourts.gov/selfservicecenter/Legal-Info-Hub>.

An equivalent Legal Info Hub for Spanish-speaking self-represented litigants is located at: <http://www.azcourts.gov/elcentrodeautoservicio/Centro-de-info-legal>, where the Legal Info Videos, Legal Info Sheets, and Legal Info FAQs have been translated into Spanish. Legal Info Podcasts were transcribed and then translated into Spanish.

For more information about Arizona's judicial branch, visit www.azcourts.gov.

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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

December 20, 2018

Arizona Judiciary Mourns Loss of Retired Chief Justice Charles Jones

PHOENIX – The Arizona Judicial Branch sends its condolences to the family of retired Arizona Supreme Court Chief Justice Charles “Bud” Jones. Former Justice Jones passed away on Thursday morning, December 20, 2018 surrounded by his family. Justice Jones is survived by his wife of 60 years, Ann, their children, grandchildren, and great-grandchildren.

Justice Jones was appointed to the supreme court by Governor Fife Symington in 1996. He served as an associate justice from 1996 to 1997, as Vice Chief Justice from 1997 to 2002, and as the Chief Justice from 2002 until his retirement in 2005.

Former Arizona Supreme Court Chief Justice Ruth McGregor served on the court with Justice Jones, stating, “Justice Jones was a wonderful judge and colleague and an even better person. As a judge, his commitment was to the rule of law and assuring that the courts did everything possible to make justice accessible to all. As Chief Justice, he oversaw programs designed to make the courts work better for everyone. As a friend, he was always available to listen and, when appropriate, give advice. His love for his family, his extended group of friends, and the justice system cannot easily be duplicated. We will miss him.”

Current Associate Justice John R. Lopez IV clerked for Justice Jones. “I was honored to have clerked for Justice Jones. He was an exceptional mentor and the embodiment of civility, dignity, and grace. To have served with him was a great blessing. I will miss him.”

Justice Jones was born on June 12, 1935. He was a resident of California and Arizona, and served numerous mission trips during his life, both domestic and abroad, with the Church of Jesus Christ of Latter-Day Saints, where he also held leadership positions.

Justice Jones earned a Bachelor of Arts degree from Brigham Young University, where he was in the honors societies of Blue Key and Pi Sigma Alpha. Justice Jones earned his law degree from Stanford University and clerked for the Honorable Richard H. Chambers, Chief Judge of the United States Court of Appeals for the Ninth Circuit. He was admitted to the State Bar of Arizona in 1964, and joined the law firm of Jennings, Strouss & Salmon, where he worked in the law firm's labor and employment department, ultimately serving as its chair.

Justice Jones served in numerous judicial, legal, and community organizations, including: the Conference of Chief Justices, the National Committee on Public Trust and Confidence in the Judiciary, the Committee on Federal-State Jurisdiction of the Judicial Conference of the United States, the Judicial Conference of the Ninth Circuit, the Brigham Young University Law School Board of Visitors, the J. Reuben Clark Law Society (BYU), and the Maricopa County Bar Association. Justice Jones was also a Fellow of the American Bar Foundation, the College of Labor and Employment Lawyers, and the Arizona Bar Foundation.

Among Justice Jones's honors were the Distinguished Service Award from Brigham Young University and being named the first recipient of the University of Arizona's 'Feuerstein Award' for Ethics in the Law of Industrial Relations.

Services will be held January 3 at 11:00 a.m., at the Church of Jesus Christ of Latter Day Saints, located at 4225 N. 56th St. in Phoenix.

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CAMP VERDE MUNICIPAL COURT
MONTHLY TRANSMITTAL

Date: January 7, 2019
From: Camp Verde Municipal Court

Reporting Month: DECEMBER 2018 PS

Check #: 5959

Total Amount of Check: \$26,510.94

RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY 

REVENUE ACCOUNT NUMBER

01-300-40-413000	\$24,242.34
Fines/Fees/Forfeitures- before the check requests below	
01-300-40-431000	\$471.91
Court Apt-Atty. Reimbursement	
05-310-40-413100	\$111.43
Local JCEF Fund	
05-330-40-413300	\$1542.91
Court Enhancement Fund	
19-601-40-413000	
Camp Verde Marshal's Safety Equip. Fund	
	\$141.79
19-540-40-413000	
Camp Verde Code Enforcement Sfty Equip fund	
	\$0.56

PLEASE RETURN TO CAMP VERDE MUNICIPAL COURT

CHECK REQUEST

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

VENDOR #	AGENCY	AMOUNT	ACCOUNT#
002693	Yavapai Apache Nation Police Dept. Fines & Safety Eqpt. & suspended plates fee	\$1.09	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$271.92	01-300-40-413000
000117	Arizona State Treasurer	\$12,420.95	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$62.85	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	\$0.00	01-300-40-413000

DECEMBER 2018

CAMP VERDE MUNICIPAL COURT

MONTHLY REPORT

DESCRIPTION	JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018	JULY THROUGH DEC 2018
MISDEMEANOR & CR TRAFFIC FTA	64	84	56	75	41	29	349
DUI	0	4	0	4	3	4	15
SERIOUS TRAFF	2	0	0	1	0	2	5
CRIMINAL TRAFF	3	5	7	15	14	11	55
MISDEMEANORS SUBTOTAL	69	93	63	95	58	46	424
CIVIL TRAFFIC	45	52	41	46	46	115	345
HARASSMENT INJUNCTION	2	1	9	7	1	1	21
ORDER OF PROTECTION	2	4	2	3	1	0	12
TOTAL FILINGS	118	150	115	151	106	162	802
ATTY RESTITUTION	817.36	957.74	480.75	288.14	215.19	471.91	
LCL ORD FEES (Default/Warrant etc)	1675.66	3144.83	1681.12	2444.93	1822.98	1573.17	12342.69
LCL CRT ENHANCEMENT	1510.53	1422.13	1483.91	1827.73	1736.36	1542.91	9523.57
JCEF TO TOWN	171.01	190.85	150.16	191.87	227.13	111.43	1042.45
CVMO ADDL EQP \$13	119.43	118.30	114.33	155.00	114.27	141.79	763.12
DPS ADDL EQP \$13	4.48	18.04	56.43	77.63	106.75	62.85	326.18
YAV CTY JAIL/ADD FEE	550.08	824.56	936.18	432.62	267.68	271.92	3283.04
MVD/ADOT/ADD FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COTTONWOOD ADD EQP FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAMP VERDE CODE ENFORCMENT	0.00	0.00	4.00	4.00	0.22	0.56	8.78
ROC ADDL EQP FEE	0.00	0.00	0.00	0.00	0.00		0.00
YAN TRIBAL POLICE	173.61	4.10	12.82	148.28	16.42	1.09	356.32
STATE TREAS.	10268.44	13893.94	10870.48	19901.10	13792.45	12420.95	81147.36
TOWN TREAS.	8221.40	13282.03	10467.43	13557.91	12977.49	11957.44	70463.70
TOTAL CHECK	21018.98	29753.95	24095.74	36296.14	29238.77	26510.94	166914.52

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

CAMP VERDE MUNICIPAL COURT - 1354

START DATE : 12/1/2018 END DATE :12/31/2018

Misdemeanor Criminal and Civil Traffic Caseload Summary by Charge		INCOMING				OUTGOING				
Column ID		1	2	3	4	5	6	7	8	9
LINE ID	CASE TYPE	New Filing & Transfers In	Reopened	Reactivated	Total Charges Incoming	Terminations			Placed on Inactive Status	Total Charges Outgoing
						Entry of Judgment	Default Judgment	Reopened		
Section - 1 Misdemeanor										
Person										
A	Person-Sex Offenses	0	0	0	0	0	0	0	0	0
B	Person-Kidnapping	0	0	0	0	0	0	0	0	0
C	Person-Aggravated Assaults	0	0	0	0	0	0	0	0	0
D	Person-Other Assaults	1	0	0	1	5	0	0	0	5
Property										
E	Property-Burglary	0	0	0	0	0	0	0	0	0
F	Property-Auto Theft	0	0	0	0	0	0	0	0	0
G	Property-Other	6	0	0	6	3	0	0	0	3
Other										
H	Drug Possession/Paraphernalia	10	0	0	10	0	0	0	4	4
I	Weapons	0	0	0	0	0	0	0	0	0
J	Public Order	2	1	0	3	7	0	1	0	8
K	Interfering With Judicial Proceedings	0	0	0	0	0	0	0	1	1
L	Failure to Appear/Misd&CrimTraffic	0	0	1	1	1	0	0	1	2
M	Petty Offenses	0	0	0	0	2	0	0	0	2
N	Other	7	0	0	7	13	0	0	0	13
Section - 2 Criminal Traffic										
DUI										
A	Motor Vehicle	2	0	0	2	0	0	0	0	0
B	Extreme Motor Vehicle	2	0	0	2	0	0	0	0	0
C	Boating/Flying	0	0	0	0	0	0	0	0	0
Serious Violations										
D	Leaving the Scene	0	0	0	0	0	0	0	0	0
E	Reckless Driving	0	0	0	0	0	0	0	0	0
F	Racing on Highway	2	0	0	2	0	0	0	0	0
G	All Other	0	0	0	0	0	0	0	0	0
Other Violations										
H	Criminal Speed	1	0	0	1	0	0	0	0	0
I	All Other	10	0	3	13	10	0	0	5	15

	Section - 3 CivilTraffic									
A	Driver License	<u>1</u>	<u>0</u>	<u>0</u>	1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
B	Registration	<u>4</u>	<u>0</u>	<u>0</u>	4	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	3
C	Insurance	<u>4</u>	<u>0</u>	<u>0</u>	4	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	4
D	Speeding	<u>73</u>	<u>0</u>	<u>0</u>	73	<u>36</u>	<u>2</u>	<u>0</u>	<u>0</u>	38
E	Excessive Speeding	<u>3</u>	<u>0</u>	<u>0</u>	3	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	1
F	Red Light	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	2
G	Seat Belt	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
H	State DPS Photo Enforcement	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
I	Other Civil Traffic	<u>30</u>	<u>1</u>	<u>0</u>	31	<u>14</u>	<u>11</u>	<u>1</u>	<u>0</u>	26
	Section - 4 Local - Non Criminal Ordinances									
A	Parking	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
B	Non-Parking	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
	Section - 5 Felony									
A	Total Felony	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
	GRAND TOTAL	158	2	4	164	99	15	2	11	127
	Section - 6 Domestic Violence									
A	Felony-Domestic Violence	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
B	Misdemeanor-Domestic Violence	<u>3</u>	<u>1</u>	<u>0</u>	4	<u>5</u>	<u>0</u>	<u>1</u>	<u>0</u>	6
	Section - 7 Special Case Characteristics									
A	Self Represented Litigants	<u>153</u>	<u>1</u>	<u>4</u>	158	<u>91</u>	<u>15</u>	<u>1</u>	<u>11</u>	118
B	Interpreter Services Provided	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0

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

CAMP VERDE MUNICIPAL COURT - 1354

START DATE : 12/1/2018 END DATE : 12/31/2018

Line ID	Other Proceedings Held	No. of Events
Section - 1 Trials		
A	Misdemeanor/FTA Jury Trials Held	<u>0</u>
B	Misdemeanor/FTA Court Trials Held	<u>0</u>
C	Criminal Traffic/FTA Jury Trials Held	<u>0</u>
D	Criminal Traffic/FTA Court Trials Held	<u>0</u>
E	Civil Jury Trials Held	<u>0</u>
F	Civil Court Trials Held	<u>0</u>
G	Civil Forcible Detainer/Eviction Action Court Trials Held	<u>0</u>
Section - 2 Hearings and Initial Appearances		
H	Civil Traffic Hearings Held	<u>0</u>
I	Felony, Misdemeanor and Criminal Traffic Initial Appearances	<u>0</u>
J	Felony Preliminary Hearings Held	<u>0</u>
K	Small Claims Hearings Held/Defaults	<u>0</u>
L	Small Claims Hearings Held/Defaults before Volunteer Hearing Officer	<u>0</u>
M	Order of Protection-Hearings Held to Revoke or Modify Order	<u>0</u>
N	Injunction against Harassment-Hearings Held to Revoke or Modify Order	<u>0</u>
O	Juvenile Hearings Held	<u>0</u>
Section - 3 Special Proceedings		
P	Fugitive Complaints Filed	<u>0</u>
Q	Search Warrants Issued	<u>1</u>

Limited Jurisdiction Courts

START DATE : 12/1/2018 END DATE : 12/31/2018

LINE ID	CASE TYPE	Begin Pending		New Filing	Transfer In	Reopened	Reactivated	Terminations		Placed on Inactive Status	Statistical Correction		End Pending	
		Active	Inactive					Entry of Judgment	Reopened		Active	Inactive	Active	Inactive
Column ID		1	2	3	4	5	6	7	8	9	10	11	12	13
Section - 1 Civil														
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	Debtor-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 Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Section - 2 Domestic Violence & Harassment Petitions														
A	Civil Emergency Order of Protection	0	0	0	0	0	0	0	0	0	0	0	0	0
B	Civil Order of Protection	2	0	0	0	0	0	0	0	0	0	0	2	0
C	Injunction Against Harassment	5	0	1	0	0	0	1	0	0	0	0	5	0
D	Injunction Against Workplace Harassment	0	0	0	0	0	0	0	0	0	0	0	0	0
Section - 3 Special Case Characteristics														
A	Self Represented Litigants	7	0	1	0	0	0	1	0	0	0	0	7	0
B	Interpreter Provided	0	0	0	0	0	0	0	0	0	0	0	0	0

MEMORANDUM

TO: Russ Martin, Town Manager
FROM: Kathy Hellman, Library Director
SUBJECT: Monthly Report – November 2018
DATE: 1/10/2019
CC: Department Heads, Town Council

Report from Library Director, Kathy Hellman: Thanks to funding from Friends of Camp Verde Library, we have 6 ceiling fans installed in our small meeting rooms, study rooms and the back work room. Adding air circulation to these closed spaces will make them much more comfortable no matter what season we are in.

Report from Library Specialist, Carson Ralston: One of the highlights this month was the Make and Take Essential Oils Class where people made a variety of gifts using essential oils for their family and friends. From my desk, I could hear lots of laughter and cheer, and smell some amazing aromas in the air. Honey Rubin, the class facilitator, mentioned that the Make and Take Class is her favorite one due to how much fun everyone has! Another highlight was the Verde Valley Archaeology Center's Lecture Series. This month's lecture was from Dr. Richard A. Rogers discussing his newest book, Petroglyphs, Pictographs, and Projections: Native American Rock Art in the Contemporary Cultural Landscape. Over 60 people turned to learn about this amazing perspective on history in the Southwest!

Report from Teen Librarian, Zack Garcia: The end of December was pretty quiet due to the holidays and the weather. But, the Youth Advisory Council (YAC) was quite busy. The group decorated trees at Fort Verde, made a float and participated in the Town's Parade of Lights, and made me proud by working hard during the Town's annual Christmas party. Going forward, YAC will be involved in both the planning of the Earth Day Celebration, and in the Rezzonico Park irrigation/garden project. With each project, YAC becomes more invested in the community, and will have more to share at the coming League of Cities and Towns conference



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>



Update from Your Library Director...

What's New...

Featuring...

Children's Library

Teen Library

What Else is Happening?

Update from your Library Director...

Home-baked cookies & Music in the Stacks:

This holiday season I was bit by the cookie-baking bug. Sometimes, it just doesn't seem like I'm celebrating Christmas if I don't get to bake cookies. With 10 varieties and over 60 dozen, the cookie-baking fiend is finally laid to rest. For now. Only one problem... *I don't want to eat all those cookies!* I hope you will join us Thursday, 12/13 in the Fireside Room at 5:30p for the last Music in the Stacks of 2018 and enjoy a few cookies while you're listening to our awesome local musicians.

MUSIC in the Stacks

Thursday, Dec. 13
5:30 PM
FREE

Patty Hoisch
Jo Berger
Matt Marty & Lil Fabritz Siltanen
Gary Simpkins

Camp Verde Community Library 928-554-8380 

What's New...

Discover Tech: Engineers Make a World of Difference:

Interactive, all-ages exhibitions exploring how technology and engineering contribute to solving national and global problems.



An exciting new traveling exhibition is opening at the Camp Verde Community Library on Thursday, January 10 with hands-on, multimedia activities on topics such as the creative and collaborative design process of engineering and how 21st-century technology (both high- and low-tech) contributes to engineering advances. Designed for people of all ages and backgrounds, the exhibition explores engineering and technology in a way that is understandable, inspiring, and relevant.

Discover Tech features a number of hands-on activities and will be on display at the library through mid-March. These include

- a three-person quiz game where participants explore the engineering process while correcting misconceptions about what engineers really do,
- a hands-on challenge in which visitors cooperate to build their own arch structure,
- an inventors lab station where people can build a variety of electrical circuits,
- a solar power station to explore how a solar panel actually works,
- a 42-inch interactive touch table that includes an activity called "*Game Changers*" that presents critical engineering problems based on the [14 Grand Challenges for Engineering](#).

Exhibit visitors can view several inspirational videos showing members of Engineers Without Borders using their skills to profoundly improve the quality of life for communities in Central America, South America, Africa and Asia. They will also learn about the importance of energy in modern society. Through physical exertion activities, they will quickly understand how different types of light bulbs draw different amounts of power and how that power relates to light output.

Discover Tech: Engineers Make a World of Difference, a traveling exhibition for libraries, is part of the STAR Library Education Network (STAR_Net) led by the National Center for Interactive Learning at the Space Science Institute. Exhibit partners include the American Library Association, the Lunar and Planetary Institute, and Afterschool Alliance. Discover Tech is supported through a grant from the National Science Foundation.

Writing and Publishing Classes

Wednesdays in January/February @9:15a in the Founders Room:

Join us for a series of writing and publishing classes taught by professional writers and sponsored by the Glorybound Christian Writer's Association.

- **January 2: Let's Make Some Book Covers:** This is a practical class where graphic artist and publisher, Sheri Hauser, will put together several book covers. If you bring some pictures (along with ideas) she will show how easy it is to make your own book cover! Bring some art-let's have some fun.
- **January 23: Pulling off a Children's Book:** Anybody can write a children's book because they are simple. We will talk about children's books, formatting and grammar as well as how to pull off a children's book that everybody wants to read. Where do you get pictures or illustrations? Can you use web pictures or family photos?

- **February 7: US Copyright Laws:** We will take a look at copyright laws in the US, answer any questions you may have and then go online and register a copyright with the US Copyright Office. We will look at e-book registration and bound book registration.

Memory Writing: a Writing for Fun Workshop w/Ann Metlay

Monday, 01/28 @9:30a in the the Founders Room: for a writing workshop for writers and for those who don't label themselves writers - but want to record memories. This workshop is especially for those who want to share their writing with others. Editing makes your writing more meaningful. Bring a "finished" piece of writing that will take about 5 minutes to read aloud and, with optional constructive feedback. Everyone willing to share is welcome.

Ann Metlay, is an artist, poet, writer, reader, and life-long teacher of writing. She will be the featured artist in the January, 2019 issue of Sedona Monthly Magazine. Metlay is the author of [It Happened in the Cottonwood Library Parking Lot](#), a book of short stories, some of them based on memories. Find her at Adrift, her studio in Cottonwood, and online at www.adriftassemblages.com.

Alzheimer's Education Class

Saturday, @2:00p in the Founders Room:

FREE educational classes on the topic of Alzheimer's and dementia facilitated by the Alzheimer's Association of Desert Southwest Chapter. Learn about the many resources and programs available to help meet the needs of families, care partners, and individuals with Alzheimer's or dementia diseases.

- **December 14:** Effective Communication Strategies
- **January 19:** Understanding and Responding to Dementia Related Behavior

Coming in 2019...

Date/Time TBA, January/February in the Adult Learning Center

Goodwill is partnering with Google, General Motors and Boeing to offer FREE classes teaching digital skills and literacy with the chance for participants to test for the Northstar Digital Literacy certification and receive support for other mid-level certifications.

FEATURING...

Riders on the Orphan Trains - Tuesday, 01/22 @6:00p

The Arizona Humanities Council funded a 4-city tour of the multi-media program *Riders on the Orphan Train - Foundlings on the Frontier* in January and February, 2019 at selected public libraries in Clifton, Globe, **Camp Verde**, and Coolidge.



A company of children and their chaperones in Wahpeton, SD circa 1912.
(Photo courtesy of Susan Lehner)

Few people today know much about the largest child migration in history. Between 1854 and 1929 over 250,000 orphans and unwanted children were taken out of New York City and sent west to find new homes. Children were sent to every state in the continental United States. The last train went to Sulphur Springs, Texas in 1929. In 1904 a group of twenty-one Irish Catholic children came to Clifton, Arizona from the New York Foundling Hospital and the ensuing confrontation over stewardship of these children became a state and national controversy that went to the Arizona Supreme Court. This incident in racial and class conflict is a poignant illustration of the cultural disparities between the East Coast and the developing West at the turn of the last century. A non-fiction book, [The Great Arizona Orphan Abduction](#) by Linda Gordon chronicles this historical event.

This "placing out" system was originally organized by Methodist minister Charles Loring Brace and the Children's Aid Society of New York. His mission was to rid the streets and overcrowded orphanages of homeless children and provide them with an opportunity to find new homes. Many of the children were not orphans but "surrendered" by single parents too impoverished to keep them. The New York Foundling Hospital, a Catholic organization, also sent out children to be placed in Catholic homes. This seventy-six year experiment in child relocation is filled with the entire spectrum of human emotion and reveals a great deal about the successes and failures of the American Dream.

The one-hour multi-media program, **Riders on the Orphan Train**, combines live music by Phillip Lancaster and Alison Moore, video montage with archival photographs and interviews of survivors, and a dramatic reading from the 2012 novel [Riders on the Orphan Train](#) by award-winning author Alison Moore. A recounting of the Clifton, AZ controversy will be especially featured.

Although the program is about children, it is designed to engage audiences of all ages and to inform, inspire and raise awareness about this little-known part of history. The presentation was originally developed as an outreach program for The Orphan Train Heritage Society of America, Inc. and is currently the official outreach program for the National Orphan Train Complex Museum and Research Center in Concordia, KS. Twenty years of touring have provided the presenters with many true stories of Orphan Train Riders and their descendants. Local relatives and acquaintances of Orphan Train Riders are especially invited to attend and share their stories with the audience.

The Presenters:

Alison Moore, Author/Humanities Scholar

Alison Moore, MFA, is a former Assistant Professor of English/Creative Writing in the MFA Creative Writing Program at the University of Arizona and a current Humanities Scholar in Texas. She lives in Austin and completed the novel [Riders on the Orphan Train](#) with a fiction fellowship from the National Endowment for the Arts and a grant from the Texas Institute of Letters and the Dobie/Paisano Foundation of the University of Texas at Austin. She is the author of three other books, a collection of short stories entitled [The Middle of Elsewhere](#), the novel, [Synonym for Love](#), and the short fiction collection [Small Spaces between Emergencies](#), one of the Notable Books of 1993 chosen by The American Library Association. In 2012 she received the Charles Loring Brace Award for her work in preserving Orphan Train history.

Phil Lancaster, Presenter/Musician

Phil Lancaster was born in Texarkana and studied art and music at L'Ecole De Beaux Arts in Angers, France. He became a member of a bluegrass band that traveled and played throughout France and produced an album entitled [Bluegrass Oldies Ltd./Traveling Show](#). He also worked as a stage theater technician for La Coursive Theatre Nationale in La Rochelle, France. After returning to the U.S. he met three Arkansas musicians and the acoustic quartet *Still on the Hill* was formed in Fayetteville. They released their first CD in 1997, the second in 2000. The group performed at national and international festivals. In 2007 he received an Arkansas Arts Council fellowship for Music Composition. He currently lives in Austin and is a co-presenter of **Riders on the Orphan Train**. He tours in France with musician Phillipe Charlot in the duo *Trans-Atlantique*.

In 2012 he received the Charles Loring Brace Award for his work in preserving Orphan Train history.

CHILDREN'S LIBRARY

Crafty Night is Mondays @5:00p-7:30p

Starting November 5th, drop-in when you can and see what cool, new make-it, take-it project Ms. Janell has put out each week.

Code Club is Tuesdays @4:00p-5:30p

Starting October 16th, checkout a Chormebook and join Ms Nadia in this fun, interactive learning adventure!

Story Time is Wednesdays @3:00p

Encourage a love of reading. Children do story time with Ms.Nadia in the Early Literacy corner while parents join Ms. Wendy, of Human Resources Training, in the Copper Room to learn parenting tips for families.

Creator's Club is Thursdays @5:00p

Starting October 18th

Open STEM Lab is Fridays @9:00a-4:30p

Experience hands-on, one of the many new STEM kits the Children's Library has in the Creation Station.

Movie Matinee is Saturdays @2:00p

Starting November 3rd enjoy free popcorn and a movie with your family.

TEEN LIBRARY

Teen Study Hall - Tuesdays after school to 8:00p hang out with your friends, get homework help, use library resources to help you succeed, collaborate, encourage, learn!

Game Night with Zack - Thursdays @5:00p Lay aside your tablets & smartphones, close that laptop and join with other teens to play games with Zack.

Code Club - Fridays in the Center @1:00p Learn a new language! The language of apps, websites, games, and more! Join Zack for this hands-on, interactive coding adventure.

Youth Advisory Council - Saturdays in the Teen Library Find your talents! Raise your voice! Make a difference! Check with Zack for time and dates.

What *Else* is Happening?

We will be CLOSED

- Monday, December 24 - Tuesday, December 25 for Christmas
- Tuesday, January 1 for New Year's Day. CLOSING early at 5:00p Monday, December 31 for New Year's Eve
- Monday, January 21, for MLK Day

[Click Here](#) to explore details about continuing programs/events like Essential Oils classes, Support groups, Writer's groups, new items, and more...

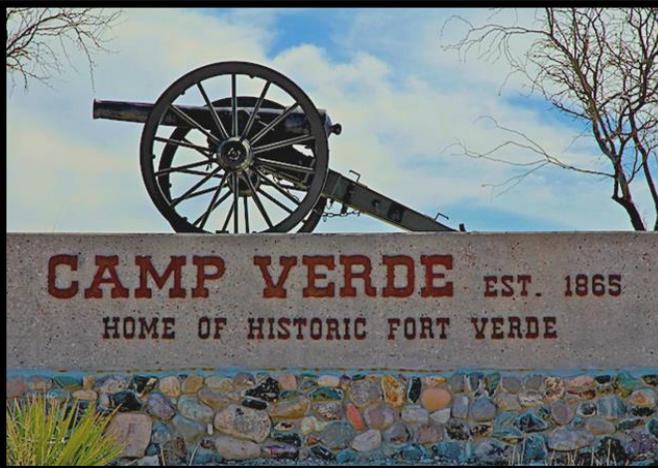
[Library Calendar of Events](#)

STAY CONNECTED

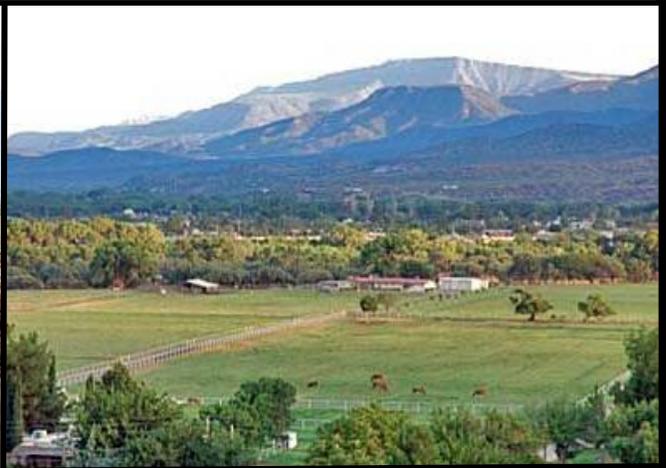
[LIKEus on Facebook](#)

	Dec-19	Nov-18	% change	YTD-FY19	YTD-FY18	% change
In-Library Uses						
Traffic Count	6,942	7,058	-1.6%	52,812	49,250	7.2%
New Cards Issued	46	64	-28.1%	409	574	-28.7%
Public Computer Use	1,047	1,159	-9.7%	8,237	8,378	-1.7%
Early Literacy Computer Use	130	150	-13.3%	893	875	2.1%
Requests for Computer Help	79	94	-16.0%	657	620	6.0%
Reference Questions	94	168	-44.0%	885	1,158	-23.6%
Study Room Uses	49	47	4.3%	341	340	0.3%
Study Room Use - Hours	71	98	-27.6%	686	686	0.0%
Study Room Use - People Served	58	76	-23.7%	473	534	-11.4%
Community Room Uses	27	33	-18.2%	268	185	44.9%
Community Programs Attendance	222	254	-12.6%	2,645	1,341	97.2%
Total In-Library Use	8,765	8,693	0.8%	68,306	63,941	6.8%
Library Programs						
Adult Programs	16	8	100.0%	92	66	39.4%
Adult Program Attendance	138	78	76.9%	809	1,089	-25.7%
Children's Programs	23	18	27.8%	113	119	-5.0%
Children's Program Attendance	166	86	93.0%	1,113	1,015	9.7%
Teen Programs	12	6	100.0%	71	58	22.4%
Teen Program Attendance	101	52	94.2%	893	386	131.3%
Total Library Program Attendance	405	266	52.3%	2815	2490	13.1%
Circulation						
Items Checked Out	4,494	4,139	8.6%	29,918	30,986	-3.4%
Items Checked In	4,899	4,915	-0.3%	31,328	32,633	-4.0%
Renewed Items	819	727	12.7%	4,791	5,435	-11.8%
Total Circulation	10,212	9,781	4.4%	66,037	69,054	-4.4%
Circulation Areas of Interest						
Audio Books	203	190	6.8%	1,451	1,457	-0.4%
Playaway MP3 Books	107	63	69.8%	723	571	26.6%
DVDs & Movies	1,753	1,740	0.7%	12,003	11,988	0.1%
eBooks	478	379	26.1%	2,700	2,309	16.9%
Laptops & iPads	123	1	12200.0%	316	27	1070.4%
Large Print	273	227	20.3%	1,859	1,864	-0.3%
Magazines	77	94	-18.1%	426	540	-21.1%
VOX Media Book	43	n/a		149	n/a	
Children's Material	955	732	30.5%	6,291	6,488	-3.0%
Teen's Material	634	713	-11.1%	3,654	3,777	-3.3%
Transits, HOLDS & InterLibrary Loans						
HOLDS Filled	943	851	10.8%	6,588	5,606	17.5%
Transit Items Sent & Received	1,418	1,408	0.7%	9,412	9,392	0.2%
CVCL ILL Items Going Out	28	7	300.0%	181	117	54.7%
ILL Items for CVCL Patrons	3	1	200.0%	33	59	-44.1%
Total Transit, HOLDS & ILL Activity	2,392	2,267	5.5%	16,214	15,174	6.9%
Library Volunteers						
Number of Volunteers	29	31	-6.5%	198	200	-1.0%
Number of Hours Given	483	483	0.0%	3,431	3,386	1.3%
Average Hours/Volunteer	16.7	15.6	6.9%	17.3	16.9	2.4%
Collection & Development						
New Kids & Teen Material Added	38	19	100.0%	344	255	34.9%
New Books & Magazines Added	137	96	42.7%	1,264	714	77.0%
New Audio-Visual Material Added	60	53	13.2%	271	268	1.1%
Total Items Added	197	149	32.2%	1535	982	56.3%

Mending & Donations						
Items Mended or Repaired	82	83	-1.2%	1,088	338	221.9%
Donations Processed	536	812	-34.0%	7,898	8,723	-9.5%
Donations Cataloged	54	45	20.0%	203	496	-59.1%



Community Development



CARMEN HOWARD
Community Development Director

ROBERT FOREMAN
Building Official



December 2018



(Left to right)

Code Enforcement

Manny Romero – Code Enforcement Officer

Planning & Zoning

Melinda Lee – Planner/Addressing Official

Building Department

Roxanne Jasman – Permit Tech

Denise Pitts – Permit Tech

Jon Rivero – Building Inspector/Plans Examiner

**Community Development Director's
Monthly Report
December 2018**

The CD Director met with various departments and citizens to discuss various potential development projects, potential code amendments and general interdepartmental coordination. The Silverado project is back in play with a developer in escrow and due to close in January. Community Development has had meetings with Developers regarding potential assisted living facilities, multi-family agritourism proposals and potential development on the 260 corridor.

Updates to the sign regulations will go to the public on January 9 for public comment and ideas for improvement. Community Development and Economic Development will be working together to put on a hopefully well attended, productive work session meeting. Staff will schedule a joint work-session (Council and Commission) in March to continue the process. The CD Director continues to work with Economic Development and Public Works to further development within the Town according to our guiding plans. CD has been working with the Economic Development Department on potential opportunities to partner with ASU relating to potential graduate applied projects in Camp Verde. We will be meeting with an ASU GIS grad student in the beginning of January to discuss an internship in GIS to further our GIS mapping program.

The CD Director continues to work with and guide staff to accomplish the department goal of excellent customer service and streamlined processes. Roxanne Jasman has joined the Community Development team and we expect Community Development to continue to improve functionally with its highly qualified staffing. Roxanne will be joining a permit tech group that meets monthly to network. 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-professional applications.

Monthly Report for Planning & Zoning Items

Month/Year: December 2018

Zoning Clearances Completed:

Residential: 20

Commercial: 5

Zoning Verifications: 0

Administrative Reviews: 0

Minor Land Divisions: 2

Lot Line Adjustments: 1

Temporary Use Permits: 3

Temporary Youth Permit: 1

Accessory Dwelling Unit Rental Permits: 1

Preliminary Plat: 1

Zoning Map Change: 0

Use Permits: 0

Text Amendments: 0

Board of Adjustment Meetings: 0

Planning Commission Meetings: 1

PZC Items to Town Council: 0

Ordinances/Resolutions Adopted: 0

Development Standards Review: 0

Business Licenses received: 2

Business Licenses approved: 1

Training/Webinars:

PZC/BOA Workshop

Other Meetings:

GIS Users Group

Rodeo Arena Conceptual Meeting

Owens/MLD, ZMC Option

John Bassous/ABIDE

Fulton/Temporary Youth Permit

Sign Code Workshop Planning

Phone Calls Processed: 136



Monthly Report

Code Enforcement

December 2018

Code Enforcement ended the year strong closing out almost all of the near 300 cases that were opened in 2018. The Verde Lakes area has shown a significant change and property values are where they should be. The area will continue to be attended to as much as availability allows however, other areas of Camp Verde are in need of Code Enforcement as much as the other. As we move forward to 2019 we still are working towards keeping Camp Verde a safe place to visit and reside in. Below are the statistics gathered from the year 2018 based off of electronic data stored in our new IWORQ system by Code Officer Manny Romero.

<i>Cases opened</i>	279
<i>Cases closed</i>	263
<i>Cases rolling into 2019</i>	16
<i>Citations issues</i>	10
<i>Long Form requests</i>	5

COMMUNITY DEVELOPMENT MONTHLY REPORT

DECEMBER 2018	CURRENT MONTH	PREVIOUS MONTH	2018-2019
PERMITS ISSUED	41	20	168
Commercial – Building	1		
OTC	10		
Residential – Building	5		
Residential – MFH	5		
Residential – Accessory	5		
Sign	4		
Solar	1		
Temporary Use	3		
Temporary Youth	1		
Zoning Clearance – Accessory	2		
Zoning Clearance – Fence	3		
PERMITS FINALED	63	8	134
Commercial – Co-locate Tower	1		
Commercial – Repair	1		
Commercial – Ten. Improvement	4		
OTC	13		
Residential – Accessory	6		
Residential – Building	5		
Residential – Demo	1		
Residential – MFH	6		
Residential – Swimming Pool	2		
Sign	4		
Solar	7		
Temporary Use	3		
Temporary Youth	1		
Zoning Clearance – Accessory	4		
Zoning Clearance – Commercial	1		
Zoning Clearance – Fence	5		
PLAN REVIEWS PERFORMED	14	14	97
Commercial	3		
Residential	11		
INSPECTIONS PERFORMED	70	60	248
ZONING CLEARANCES COMPLETED	25	12	109
Commercial	5		
Residential	20		
PHONE CALLS RECEIVED	372	221	3011
Building Department	236		
Planning & Zoning	136		
BUSINESS LICENSES RECEIVED	2	6	31
BUSINESS LICENSES APPROVED	1	5	23
BUSINESS LICENSES DENIED	0	0	2
BUSINESS LICENSE INSPECTIONS	0	0	0

DECEMBER 2018	CURRENT MONTH	PREVIOUS MONTH	2018-2019
MISCELLANEOUS POSTINGS	3	4	17
MISCELANEOUS SITE INSPECTIONS	3	5	31
TRANSMITTALS	2	2	4
MEETINGS	10	17	69
COMMISION/BOARD/COUNCIL MEETINGS	1	1	5
LETTERS	2	1	3
<u>BUILDING VIOLATIONS</u>			
DANGEROUS BUILDINGS	0	1	3
STOP WORK ORDER	0	0	2
GRADING WITHOUT PERMIT	0	0	0

DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

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

TOWN OF CAMP VERDE BUILDING DEPT.

473 S. MAIN ST.

CAMP VERDE, AZ. 86322

1110 W. Washington, Suite #100

Phoenix, AZ 85007

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

Reporting Month: **DECEMBER 2018**

IGA MONTHLY REPORT

Date Submitted: _____

Submitted By: **ROXANNE JASMAN**

Email: **ROXANNE.JASMAN@CAMPVERDE.AZ.GOV**

Phone Number: **928-554-0063**

Only complete section below when final inspection is completed.

Monthly Permit Volume		
	Number of Permits Issued	Total Fees Collected
FBB COMMERCIAL		
FBB RESIDENTIAL		
MANUFACTURED HOMES	6	\$3555.15

HUD Label, FBB Mfg. Certificate or Rehabilitation Certificate Number	Unit Serial Number	Installer/ROC Contractor License Number	Installation Address	Final Insp. Date
	13517965	7071	3683 SPARROW	12/31/18
ARZ 367855 / 367854	CAV110AZ18-17239AB	8434	1773 S BROGDON DR	12/20/18
ARZ 368151 & 368152 Install Tag 019375	157-00P-H-A002660AB	8263	3155 N SHADY LN	12/3/18
ARZ 363122	157-00P HA00247A	4153	2223 ARENA DEL LOMA 10	11/22/17
ARZ 367208 & 367209 / 020888 & 020574	BUC008337A&B	8434	907 W QUE PASO DR	11/20/18
		8689	3883 MOCKINGBIRD LN	10/24/18

Monthly Reports are due by the 15th of each month for Installer/ROC Contractor License Number_Row_11
 A Report MUST be submitted every month whether or not there has been any installation activity.

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

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

ID#:	24059
For the Month of:	DEC-18
Area covered by permits:	CAMP VERDE , AZ

TOTAL VALUATION OF CONSTRUCTION EXCLUDES LAND AND PERMIT FEES

NEW RESIDENTIAL BUILDINGS	Total Number of Buildings	Total Dwelling Units	Total Valuation of Construction (omit cents)	Total Square Feet of Living Area (If available)
SINGLE FAMILY DETACHED		6	201,000	8,420
SINGLE FAMILY ATTACHED (Townhouses or Row Houses)				
TWO-FAMILY BUILDINGS (Duplexes)				
THREE-OR-MORE-FAMILY BUILDINGS (Apartments or Stacked Condos)				



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

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

Name of person to contact regarding this report:	ROXANNE JASMAN (Town of Camp Verde)
Phone Number:	928-554-0063
Email Address:	roxanne.jasman@campverde.az.gov

THANK YOU!

Permit Report monthly

12/01/2018 - 12/31/2018

Permit #	Permit Date	Permit Type	Applicant Name	Description	Project Cost	Primary Contractor	Total Fees	Parcel Address
20190000	12/31/2018				0			
20180503	12/31/2018	Planning and Zoning	Camille Plumlee	10x14 Tuff Shed	3,842		\$87.55	1823 N CENTRAL LN
20180502	12/26/2018	Planning and Zoning	Carmen Howard	<80 LF of 6' Wood Fence	0		\$77.25	3380 W CLOVERLEAF RNCH RD
20180501	12/26/2018	SIGNS	John Alvey	Signs - 24 SF Wall-mount and 32 SF Monument (non-illuminated)	800	Double C Construction	\$176.72	801 E HOWARDS RD
20180500	12/26/2018	TEMP USE PERMIT	Shirley Hines	RV as Temp Dwelling	0		\$150.00	3855 E CLINTON LN
20180499	12/26/2018	Planning and Zoning	Tel Brogdon	Fence Installation / 522 LF	2,500		\$77.25	967 E Sayla Ln
20180498	12/21/2018	Building	TESLA ENERGY OPERATIONS, INC	Solar Install - Roof mount 8.845KW PV Grid tied system	11,144	TESLA ENERGY	\$206.00	2506 N ARTURO CIR
20180497	12/21/2018	Manufactured Home	AZ PERMIT PUSHERS	MFH SET	30,000	GUERRA MOBILE HOME SERVICE	\$551.05	355 E Surprise Ln
20180496	12/20/2018	Building	Jim Graves	Garage/Shop	130,000	Graves Harshman & Co	\$2,262.07	1475 S VAIL RD
20180495	12/18/2018	Building	Merchant Design Group	Tenant Improvement to existing restaurant space - new flooring, equipment, restroom remodel	30,000	Invision Contracting LLC	\$819.16	452 W Finnie Flat Rd

20180494	12/17/2018	Building	Don Bayne	Install two 6x12 Tuff Sheds	6,000		\$87.55	626 S PARK CIR
20180492	12/12/2018	Building	Cinda & Criselda RajKovic	12x32 Shed	10,000		\$427.45	3455 N PROSPECTORS LN
20180491	12/12/2018	Electrical	Arizona Permit Pushers, LLC Kathy Gardner, Agent	New Electrical Service Panel	1,000	Solar One Energy Group	\$82.40	193 W ARNOLD ST
20180490	12/12/2018	Planning and Zoning	Mike McLain		0		\$206.00	101 E Lacy Ln
20180489	12/12/2018	Planning and Zoning	Leslee Sue Presmyk		0		\$144.20	593 S OASIS RD
20180488	12/12/2018	Plumbing	Harry LaJoie	Relocate Propane Tank	0	JOHN GRAVES PROPANE OF AZ INC	\$82.40	2264 S DERBY DR
20180487	12/11/2018	Building	Michael Barski	New SFR, Storage Bldg & Carport	52,750		\$1,230.44	2850 E VERNON AVE
20180486	12/11/2018	Electrical	BRLS	50A Electrical Subpanel for Field Hoop House	50,000	RP ELECTRIC LLC	\$82.40	2051 W STATE ROUTE 260
20180485	12/10/2018	Electrical	Gleeson Mobile Home Service	OTC Electrical & Mechanical	13,500	FLATIRO N ELECTRIC INC	\$108.15	1954 W DOUGS PARK RD
20180484	12/10/2018	Manufactured Home	AZ PERMIT PUSHERS LLC	MH SET / SP #52	58,800	DON BREWER MOBILE HOME	\$551.05	1487 W HORSESHOE BEND DR
20180483	12/10/2018	Manufactured Home	Gleeson Mobile Home Service	MH Install	189,749	GRANILL O'S MOBILE HOME SVC IN	\$551.05	1954 W DOUGS PARK RD
20180482	12/6/2018	Mechanical	AZ PERMIT PUSHERS	AC INSTALLATION	3,500	Liberty Cooling and Heating Inc	\$82.40	1487 W HORSESHOE BEND DR

20180481	12/6/2018	Planning and Zoning	Aaron Wendt/W5 Construction	84 SF & 190 SF AWNINGS	8,000	W5 Construct ion Inc.	\$87.55	1773 S BROGDON DR
20180480	12/6/2018	Electrical	Aaron Wendt/W5 Construction	200 AMP Pedestal & 4 Ton AC	0	Wolfe Valley Electric, LLC	\$108.15	1773 S BROGDON DR
20180479	12/5/2018	SIGNS	THE SIGN COMPANY OF ARIZONA	200 SF ILLUMINATED MONUMENT SIGN	46,000	THE SIGN COMPANY	\$1,736.27	650 W FINNIE FLAT RD
20180478	12/5/2018	Planning and Zoning	ALLEN OWENS		0		\$206.00	TBD
20180477	12/5/2018	Building	David Zimmermann	as built room addition	59,000		\$1,399.56	2077 N RUSTLER TRL
20180476	12/5/2018	Planning and Zoning	Steven Fehr	10x20 Shed	8,666		\$87.55	3375 S WREN DR
20180475	12/4/2018	Mechanical	Susan Chester	Replace Wood Stove	5,835	Builders Wholesale LLC	\$82.40	115 W FORT MCDOWELL PL
20180474	12/4/2018	Building	Scott Caramanis	2 story Garage/Apartment Addition	95,000	Darren Lance Electric LLC	\$1,889.02	1725 N BOOT HILL DR
20180473	12/3/2018	Electrical	MARTIN PALUMBO	OTC ELECTRICAL	200	RAYBURN ELECTRIC	\$82.40	1660 S REEVES ARENA RD
20180472	12/3/2018	Building	Jon Byler	SFR	160,000	BYLER HOMES LLC	\$3,278.86	284 W MESA LN
							\$17,000.30	

Total Records: 32

1/2/2019



Risk Management Memorandum

To: Mayor and Council
From:  Carol Brown, Risk Manager
Date: January 7, 2019
Cc: Department Heads/Safety Committee
Re: Risk Manager's Monthly Report ending December 31, 2018 (Snapshot only)

Obtain/Delete Insurance:

- Heavy equipment (3)

Attended Meetings/Trainings:

- Department head (2)
- Safety officer (3)
- Risk Mgmt. monthly with town manager
- Arizona Municipal Risk Retention Pool (AMRRP) risk mgmt. and loss control consultant
- AZ Public Risk Manager's Association (AZPRIMA)
- Outreach training for department re: workers' compensation
- Risk mgmt. training for HR Specialist
- Safety committee appreciation luncheon
- Human vaccine for animal rabies
- Council members re: complaint procedure
- Risk Mgmt. orientation for 3 new employees

Incidents/Claims/Restitution/Collections

- 3 vehicle accidents
- 2 workers' compensation injuries

Risk Management Highlights:

- **Legal:** coding of attorney invoice; sought closure and updated town council on complaint;
reviewed: Camp Verde/Franchise license agreement, memorandum of understanding and intergovernmental agreement for CVMO, and library services agreement for the Goodwill of Central and Northern Arizona
- **Researched:** environmentally safe disposal of wet road flares and request to use propane stove in event tent
- **Processed:** 12 certificates of insurance and SafePersonnel course exclusively for CVMO
- **Responded to:** emergency vehicle operation training
- **Coordinated:** fit for duty/return to work evaluation

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