

#### November 2025:

- 1 Assessment Due | WP Pool Closed for Season
- 1 Dog Day at the Pool! 9am to 1pm
- 3 Landscape 6:30pm @ WP
- 5 Covenants 6pm @ WP
- **6** ARC 6:30pm @ WP
- 11 CRCA Office Closed
- 18 Board Meeting 6pm@CC
- **20** ARC 6:30pm @ WP
- 27 CRCA Office Closed
- 28 CRCA Office Closed

#### December 2025:

- Adopt a Family Drive &
  Casa de los Niños Holiday Drive Start 1st 19th
- 4 ARC 6:30pm @ WP
- 8 Landscape 6:30pm @ WP
- 10 Covenants 6pm @ WP
- 13 Photos with Santa 10am 1pm @ CC
- 15 Holiday Decorating Contest Deadline to Sign Up
- 16 Board Meeting 6pm @ CC
- 17 Holiday Decorating Contest 6:30pm 8:30pm
- **18** ARC 6:30pm @ WP
- 19 Adopt a Family Drive & Casa de los Niños Holiday Drive Ends
- 24 CRCA Office Closed
- 25 CRCA Office Closed
- 31 CRCA Office Closed

#### President's Message

by Peg Bracken

Greetings,

In October, we conducted an election that resulted in the addition of both new and returning members to our Board. Congratulations to Bill Cicala, Fred Fisher, and our newest member, Jeff Williams. A special thanks goes to AAA Landscape for providing refreshments and snacks at the CRCA annual meeting.

Additionally, October marked the 3rd Annual Halloween Decorating Contest. Thank you to everyone who participated, as well as to the judges who generously donated their time.

As the Christmas season approaches, we are excited to host our Holiday Decorating Contest once again. We hope everyone enjoys the festivities and has a wonderful time viewing all the lights and decorations. Additionally, please remember that semi-annual assessments are due on November 1st. If you are facing financial difficulties, please do not hesitate to contact our office to arrange for assistance.

I would also like to remind everyone to be considerate when walking their pets by cleaning up after them. It has been noted that some neighbors continue to leave pet waste on the sidewalks, which can be unpleasant for others. Let's work together to keep our yards and sidewalks clean and safe for all residents.

Lastly, we are making updates to our computer system and need your email addresses. Please provide this information to the office to ensure you stay informed about these changes.

Office hours will be changing to Monday – Friday 8am to 5pm starting November 1st. Any business after 5pm can be dropped in the Dropbox at the office. Our wonderful staff will get back to you the next business day.



Wishing everyone a safe and happy holiday season! Peg Bracken

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#### 2025 CRCA Adopt-a-Family

The holidays are around the corner, and as wonderful as the holiday season may be, they can also be stressful, especially for families facing financial hardships. Over the past several years, CRCA has helped numerous local families in the Continental Ranch community through its Adopt-a-Family program. Families in need have been donated a Christmas they never thought they would have, thanks to participation from the kind and gracious members throughout our community. Over the years many tears of joy have been expressed by the adopted families.

It is often quite difficult for CRCA to identify families in genuine need because most are too private about their financial hardships. During the next few months, CRCA will be working to identify families for this year's program. If you know of a family that is in financial hardship and could use a little help this holiday season, please contact Valaree in the office at (520) 297-7600.

Thank you to all those who have been kind enough in years past to help us locate struggling families and determine their needs. The outpouring of generosity from the CRCA Community is always truly amazing.

#### Last Call! Lost & Found

Each year there is a bounty of forgotten items left behind at both community pools, which ultimately ends up in the 'lost and found' graveyard. We encourage anyone who may have left behind any items at the pool over the past year to please come by the office (or call) to check and see if your lost possessions are here to claim. We will be donating and/or discarding all unclaimed items in January, so be sure to check for your lost items before the end of December!

#### Pool Update -

The community center pool closed for the season after Labor Day, on September 2<sup>nd</sup>, and will re-open again next summer, mid-May 2026.

The Windmill Park pool closed for the season November 1<sup>st</sup> and will reopen again on March 1, 2026.

## **2025 Annual Meeting Results**

Thank you to all who attended this year's CRCA Annual Meeting held at Coyote Trail Elementary on Tuesday, October 28th. The past year's Board of Directors and the Committee Chairpersons gave their reports for the year and thanked everyone in the community who donated their time to contribute to the success of the community.

## The results in order of vote count are as follows:

Fred Fisher - 572

Bill Cicala - 538

Jeff Williams – 424

Write in Candidate: John Lambert - 1

Congratulations to the 2025-2026 CRCA Board of Directors.

Peggy Bracken | Bill Cicala | Connie DeLarge | Tim Weiler

Fred Fisher | Clement DeLarge | Jeff Williams









## Winter Wonderland CRCA Decorating Contest

As always, competition this season is expected to be intense! Each year more and more residents take their decorating to the extreme and compete for the best in show. Holiday lights and decorations are becoming more and more creative and beautiful. The CRCA Board of Directors hopes everyone will have fun this year and give passersby a wonderful show of eyecandy throughout evenings this December.





Do you think you have the best decorated house during the holidays? If so, this contest is for you! It's that time of year again to give our residents a treat this holiday season by turning CRCA into a Winter Wonderland.

Houses will be judged on **Wednesday, December 17**<sup>th</sup> **between 6:30-8:30pm.** Any and all decorations are always appreciated during the holiday season, but if you think your house shows the most holiday spirit, please fill out the form below for your chance to win a gift! You can't win if you don't play – so sign up now!

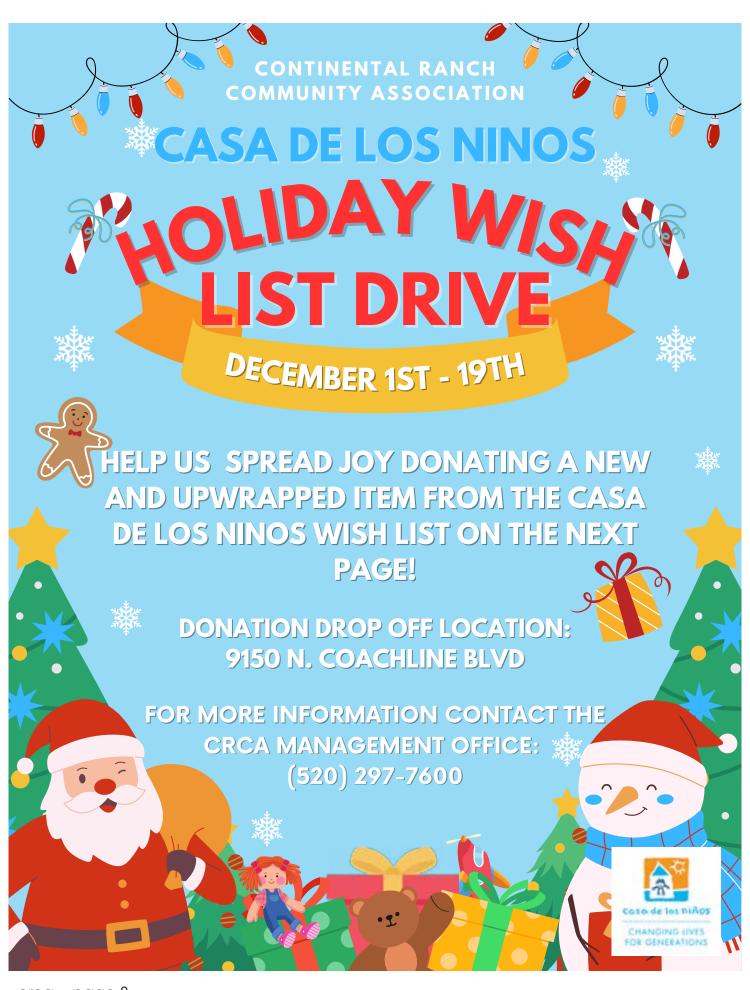
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#### **Holiday Decorating Contest Registration Form**

If you would like to participate, please fill out this registration form and return it to the CRCA office by **Monday, December 15**<sup>th</sup>. You may also send an email to <a href="mailto:continental.ranch@yahoo.com">continental.ranch@yahoo.com</a> to register your house. Houses that do not fill out a registration form will not be included in the judging.

Name:		Phone:		
Email address:				
Address:				
Office Use Only: Date:	Parcel/Lot #:	Entered on Master List:		









CHILDREN AND FAMILIES NEED YOUR HELP NOW MORE THAN EVER. YOU CAN MAKE A DIFFERENCE THIS HOLIDAY SEASON BY DONATING ANY OF THE FOLLOWING NEW AND **UNWRAPPED** ITEMS FOR A FAMILY IN NEED!

TOY CARS

**DOLL TOYS** 

**ACTION FIGURES** 

HYGIENE SUPPLIES

ARTS & CRAFT KIT

BABY WIPES

BABY ITEMS

IMAGINARY PLAY KITS

GIFT CARDS TO TARGET. ALMART, FRYS

**BOARD PUZZLES** 

**DEVELOPMENTAL TOYS** 

**NB-5T CLOTHING** 

SOCKS/UNDERGARMENTS

TEEN/ADULT CLOTHING

BASKETBALL MAKE-UP/SKIN CARE PRODUCTS

**BOOKS/BOARD BOOKS** 

**COLORING BOOKS** 

PLAYDOH

SLIME KITS

LEGOS

**BOARD GAMES** 

PLUSH TOYS

SOCCER BALL

**BUILDING BLOCKS** 

ART SUPPLIES

BOTTLES, PACIFIERS

**PUZZLES** 











## NOVEMBER

We Beautify the World

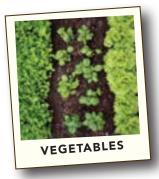
#### **MONTHLY TO-DO LIST**



- Bermuda should be watered with one inch of water each week. Bermuda will become dormant as temperatures drop to below 50 degrees.
- Over seeding should have been done by now.
- Winter ryegrass should be mowed to 1-1/2 to 2 inches. Keep watering until established, and then water only about once a week.
- Yellowing of the winter lawn may occur when the cold weather sets in. An application of ammonium nitrate will bring back the dark green color.



- Cut back watering of all trees and shrubs, but continue to water deep. Don't over water or fungus will grow.
- Plant 3-5 gallon shrubs and 10-15 gallon trees.
- Clean dead branches out of trees and shrubs.
- Trim unwanted sprouts from the interior of your citrus trees. This makes it easier to harvest fruit
- Keep the skirt of your citrus trees pruned and trimmed to about two or three feet from the ground. This permits a better air flow and minimizes chances of fungus.



- Now is the time to plant seeds for beets, bok choy, broccoli, cabbage, carrots, cauliflower, celery, chard, collards, endive, kale, lettuce, mustard, onions, parsley, peas, radishes, rutabaga, spinach, and turnips.
- Transplants in November include asparagus, broccoli, brussel sprouts, cabbage, cauliflower, chard, and lettuce.
- When you plant any of the many varieties of leaf lettuce you can harvest and the plant will keep growing new leaves. You don't have to pick the whole head of lettuce.
- Plant strawberries now to get berries next spring.
- If you planted vegetables in October, thin out seedlings about three to four weeks after germination. Snip them, don't pull them.



## DECEMBER

We Beautify the World

#### **MONTHLY TO-DO LIST**

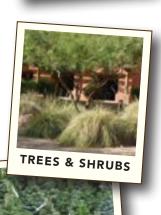
#### PREPARE FOR FROSTS NOW.

If you don't care for your sensitive trees, bushes, flowers and vegetables before the first frost, it's probably too late, since the first frost will permanently damage them. It is not uncommon to have up to 20 frosty mornings in December.

Be prepared to cover those frost-tender plants throughout December.



- Your over-seeded winter lawn should be established by now.
- If your winter lawn turns yellowish, fertilize. An application of Ironite will bring back the dark green color.
- Water every 5-7 days, or more often if you notice a drying-out of the soil.
   Light or sandy soils dry out faster.



- Wrap the trunks of young citrus and other cold-tender trees with cloth, cardboard or several layers of newspaper (no plastic) to protect them from frost. Leave them wrapped until the threat of frost has passed.
- Sweet oranges, navels, lemons, tangerines and tangelos may now be picked now but pick only as needed. As the season wears on, the fruits will continue to sweeten.
- Citrus fruit stores best on the tree.
- Frost-tolerant trees and shrubs may be planted this month. Dig holes three to five times the size of the root ball but not any deeper. Set the plant so the top of the root ball is ground level and then backfill.
- Remove dead branches and water sprouts.



- When you purchase your tree, try to get a freshly cut tree. Feel the needles for dryness; the needles should be pliable.
- Cut an inch off the trunk, put it in a stand with a water reservoir and fill it daily.
- If you buy a living tree, don't bring it inside until about a week before Christmas and take it
  back outside right after the holiday. After the tree has been outside for a while and is again
  acclimated to the colder weather, you can plant it or donate it to a school or park.



CHRISTMAS TREES

- Plant seeds: beets, broccoli, cabbage, carrots, cauliflower, garlic bulbs, green onions, leeks, lettuce, parsley, peas, radishes, swiss chard, spinach and turnips.
- Plant transplants: asparagus, broccoli, cabbage, cauliflower, lettuce (head & leaf)
- Asparagus is best planted in a single row.



CONTINENTAL RANCH COMMUNITY ASSOCIATION TUCSON SANDWICHES Wednesday Wednesday **November 12th December 10th** Join us at Windmill Park (West parking lot) from 4:30pm to 7pm. Every 2nd Wednesday of the month!

Stay updated on all community events!

## November 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						Assessment Due / WP Pool Closed for Season / Dog Day at the Pool 9am - 1pm
2	3	4	5	6	7	8
	Landscape - 6:30pm @ WP		Covenants - 6pm @ WP	ARC – 6:30pm @ WP		
9	10	CRCA Office Closed	12	13	14	15
16	17	Board Meeting - 6pm @ CC	19	20 ARC – 6:30pm @ WP	21	22
23	24	25	26	CRCA Office Closed	28 CRCA Office Closed	29

## December 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Adopt a	2	3	4	5	6
	Family Drive & Casa de los Niños Drive Start			ARC - 6:30pm @ WP		
7	8	9	10	11	12	13
	Landscape - 6:30pm @ WP		Covenants - 6pm @ WP			Photos with Santa - 10am - 1pm @ CC
14	15	16	17	18	19	20
	Holiday Decorating Contest Deadline to sign up	Board Meeting - 6pm @ CC	Holiday Decorating Contest - 6:30pm - 8:30pm	ARC – 6:30pm @ WP	Adopt a Family Drive & Casa de los Niños Drive Ends	
21	22	23	24	25	26	27
			CRCA Office Closed	CRCA Office Closed		
28	29	30	31			
			CRCA Office Closed			



Javelinas and dogs are not a good mix. There are far more javelina attacks on dogs than humans, and most human injuries occur while they are trying to protect their dog during an attack. Javelinas react to dogs the same way they do with coyotes. They perceive both canines as a serious threat to their young, and a dog barking is also perceived as a threat to the herd. If you see a herd of javelinas while taking your dog(s) for a walk, we advise you to turn around and walk away from the herd.

When dealing with wildlife intruding on your property or business, it's safest to let the experts handle it. Cal 911 in an emergency. The Northwest Fire District often works closely with Animal Experts, Inc. They are certified wildlife specialists with more than 40 years of experience in the wildlife animal control business involving the humane capture and relocation of animals in the Sonoran Desert.

This wildlife safety tip was brought to you by Animal Experts Inc.

www.AnimalExpertsInc.com













## Keep Wildlife Wild!

## Please Don't Feed

## It is essential that people do NOT feed wildlife!

Feeding, attracting, or enticing wildlife (except birds and tree squirrels) is illegal in Pima, Pinal and Maricopa counties. Violations can result in up to a \$300 fine.

Several other cities and counties in Arizona also have restrictions on feeding wildlife with varying penalties. Check your local city or county ordinances for more information.

## Keep wildlife wild and healthy with these tips:

- **Do not intentionally feed wildlife**; animals quickly associate access to food with humans.
- **Keep bird seed off the ground** and out of reach of other wildlife. A platform can be attached to the bottom of most feeders to catch spilled seed.
- Store all garbage securely. Do not discard edible garbage where javelina, bears, coyotes and other wildlife can get to it. Garbage cans should be put out on the morning of collection and secured as soon as possible to avoid animal scavenging.
- Feed pets indoors or remove leftover food immediately.
- Fence your garden or yard to provide a physical barrier to exclude wildlife. Poultry wire laid horizontally and buried just below the soil surface can prevent some wildlife from digging.
- Securely close all openings to spaces under buildings and mobile homes. This is most critical in the spring when wildlife like foxes and skunks are looking for den sites.
- Don't let your pets roam free they may end up a meal for coyotes, hawks, owls, bobcats and other predators, or come into conflict with javelina and skunks. Keep your pets on a leash whenever they are out of the yard, and always supervise small pets when outdoors.
- **Trim shrubs** up from the ground so they don't create hiding places for wildlife.



- **Plant native vegetation** instead of tempting nonnative ornamentals. Contact your nearest Arizona Game and Fish Department offices for a list of javelina-resistant plants.
- Discourage wildlife presence. You can often do wildlife a favor by going out of your way to make them uncomfortable. If wildlife maintain their natural fear of people, they are less likely to become a nuisance and more likely to live a longer life. Make wildlife feel uncomfortable by making loud noises, throwing rocks, etc.
- Ask your neighbors to follow these steps (and share this information with them). Wildlife that are attracted to one home often visit adjoining lots. Neighbors working together are most effective.
- Contact Arizona Game and Fish if feeding activity in your neighborhood is causing wildlife to become bold. Call our 24/7 Operation Game Thief, confidential tip hotline at 1-800-352-0700.

## Frequently Asked Questions

#### Q: Why is it illegal to feed wildlife?

A: Feeding wildlife is not in the best interest of wildlife as it often leads to property damage and/or safety issues for people and pets living in the area. The majority of wildlife attacks in Arizona are the result of fed wildlife becoming habituated to humans.

#### Q: Won't wildlife starve if people don't feed them?

A: Wildlife know how and where to find the food that they depend upon, which often varies by season. Wildlife may not have the enzymes to digest some ingredients that are not found in their natural diet. Human-provided foods do not provide the proper balance of minerals. Consuming human provided foods can cause digestive disorders, malnutrition and other diseases in wildlife.

#### Q: What is the fine for feeding wildlife?

A: ARS 13-2927 is a petty offence that can result in a fine of up to \$300. You may also be cited with ARS 13-2908: Criminal Nuisance, which can result in an additional fine of up to \$500.

#### Q: What happens to wildlife that becomes too comfortable around people?

A: When wildlife becomes habituated to humans and public safety is an issue, the department's only option is lethal removal.

#### Q: Can I still have a bird feeder?

A: Yes, as long as it is in an enclosed yard or has a platform attached to catch spilled seed. The bird seed must be available only to birds and tree squirrels.

#### Q: Can I put out water for birds and wildlife?

A: Yes, it is legal to place water in your yard for wildlife. Just be aware that excess water may bring in unwanted wildlife such as predators or javelina.

#### WHAT IS THE LAW?

Unlawful Feeding of Wildlife (ARS \$13-2927):

- A. A person commits unlawful feeding of wildlife by intentionally, knowingly or recklessly feeding, attracting or otherwise enticing wildlife into an area, except for:
  - 1. Persons lawfully taking or holding wildlife pursuant to title 17 or pursuant to rules or orders of the Arizona game and fish commission.
  - 2. Public employees or authorized agents acting within the scope of their authority for public safety or for wildlife management purposes.
  - 3. Normal agricultural or livestock operational practices.
  - 4. Tree squirrels or birds.
- B. This section applies in a county with a population of more than two hundred eighty thousand persons.
- C. Unlawful feeding of wildlife is a petty offense.

#### **RESOURCES**

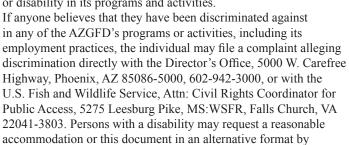
For more information about preventing conflicts with wildlife, see the Arizona Game and Fish Department's "Living with Wildlife" webpages at www.azgfd.gov/urbanwildlife or call one of the department offices:

- Pinetop (928) 367-4281
- Flagstaff (928) 774-5045
- Kingman (928) 692-7730
- Yuma (928) 342-0091

#### www.azgfd.gov • (602) 942-3000 Arizona Game and Fish Department

The Arizona Game and Fish Department prohibits discrimination on the basis of race, color, sex, national origin, age, religion, or disability in its programs and activities.

contacting the Director's Office as listed above..



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With busy lives, families often rely on microwaves to quickly heat meals, warm up a drink or defrost food. While convenient, it's important to use them safely. Following a few simple tips can help prevent painful burns and possible fires.



- Make sure the microwave oven is at a safe height, within easy reach of all users.
- · Always supervise children when they are using a microwave.
- If you have a fire in the microwave, leave the door closed and turn the oven off.
   If the fire does not go out, get outside and call 9-1-1.



XOG

Source: nfpaorg



- BUY only listed products.
- CHARGE devices safely.
- RECYCLE batteries responsibly.

STOP using your device right away if the battery smells weird, gets too hot, makes popping noises, changes in shape or color. If it is safe, move the device away from anything that can catch fire. Call 9-1-1.



www.meddazgo X⊚G

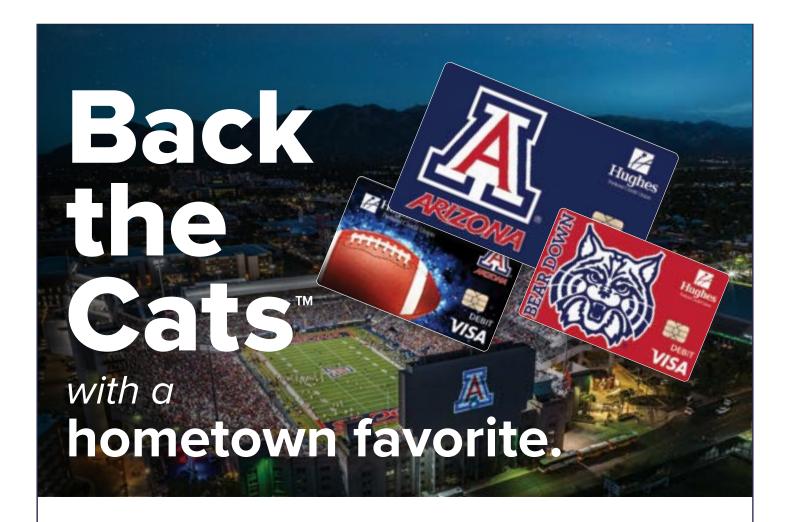
ource: rfpa.org











Arizona Football<sup>™</sup> is set for an exciting second season in its new conference and anticipation is sky-high. Hughes Federal Credit Union is proud to fuel the Wildcat<sup>™</sup> spirit by offering fans our exclusive, contactless University of Arizona<sup>®</sup> Debit Card.

Pair your new card with a FREE Checking Account that will earn dividends monthly. You'll also enjoy:

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- No monthly fee
- No minimum balance
- · Overdraft Protection
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520-794-8341 HughesFCU.org/Wildcats

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If your home is currently listed - this is not for you, not a solicitation.

#### Useful Numbers

#### Non-Emergency Marana Police Department 520-382-2000

**Poison Control** 

520-626-6016

#### **Animal Control Marana**

General Questions: 520-382-8020 Officer Response: 520-682-4032

#### **Arizona Game & Fish Department**

(to report Coyotes, Bobcats, etc.) 520-628-5376

#### **Pima County Hazardous Waste**

(including green pools on vacant property) 520-791-3171

**CRCA Office** 

520-297-7600

**CRCA Emergency** 

520-780-9163

**Marana Permits** 

520-382-2600

**AZ Blue Stake** 

800-782-5348

**Marana Parks & Recreation** 

520-382-1950

**Waste Management** 

520-744-2600

**Tucson Water** 

520-791-3242

**Tucson Electric Power** 

520-623-7711

**Southwest Gas** 

877-860-6020

**Mountain View Post Office** 

Thornydale & Magee 520-744-6720

#### Newsletter Policies

The Continental Ranch Windmill is published bimonthly by the Continental Ranch Community Association (CRCA), and is prepared under the direction of the CRCA Board of Directors. The Windmill strives to maintain a positive message while informing the community of the various projects undertaken by the Board, advertise notices to the community, and promote the accomplishments within CRCA.

#### Letters To The Editor

Letters must be signed and include a phone number for verification. Names will be withheld upon request. Anonymous letters or articles will not be printed. Publication of letters will be at the discretion of the CRCA Board of Directors.

#### **Advertising Policy**

The acceptance of a business ad in the newsletter does not constitute approval or endorsement by the CRCA. "The Association reserves the right, in its sole vertising submittal made by a prospective advertiser of the Association's newsletter or other publications." Ad publication is subject to space availability on a first-come, first-serve policy and could be denied or postponed due to lack of space in a specific issue. All advertising is subject to current Advertising Rates, as adopted by the Board of Directors. All high resolution advertising is due at the Association office by the 15th ted via email at continental.ranch@yahoo.com. The preferred file format for ad submissions is PDF, however JPEG is also accepted. For specific ad size dimensions please e-mail the address above for additional information. Electronic distribution is bi-monthly and will take place on or before the first business day of that

#### Advertising Rates

Business Card \$45 Quarter Page \$75 Half Page \$130 Full Page \$227

\* 3 and 6 month discounts available Political Ads must have "Paid advertisement. Not endorsed by CRCA."

#### **Management** Message

### \*November finds us especially grateful for many reasons this year!

First, a heartfelt thank you to everyone who participated in this year's CRCA Annual Election. We were thrilled to see such impressive homeowner involvement once again—your participation helps keep Continental Ranch strong and vibrant. We also want to recognize the many volunteers who dedicated their time to ensure a fair and efficient election process, as well as to the Nominating Committee and Election Committee and the Board of Directors, whose dedication to this community continues to inspire.

We are also pleased to share that the management contract has been renewed for another year, and we are genuinely honored by the continued trust you place in our team. Serving this well-established community remains both a privilege and a responsibility we take seriously. Complacency is not in our vocabulary, and we always welcome your feedback as we strive to provide the top-notch service Continental Ranch deserves.

#### Staff Updates

There are a few staff updates to share as well. We extend our best wishes to Sharon Duarte, our long-time Accounts Manager, who has accepted a new opportunity after more than five years with this office. Sharon has been an integral part of our team, and she will certainly be missed. At the same time, we're excited to welcome Briana Georgian, who joined the team in mid-July and has taken over the role of Covenants Liaison. We're delighted to have her on board!

#### New Office Hours

This season marks the beginning of a new fiscal year, officially starting on November 1, 2025.

We're also updating our office hours! Beginning November 1, our office will be open Monday through Friday, from 8:00 AM to 5:00 PM.

#### **☑** Election Results

In election news - We are pleased to congratulate Bill Cicala, Fred Fisher, and Jeff Williams on their election to the Board of Directors! We appreciate their commitment to serving the community and look forward to their leadership and collaboration in the year ahead.

#### ♠ Community Updates

As for what's happening around the Ranch—AAA Landscape recently over seeded the turf at the Windmill Park activity field. Please avoid walking on the new grass until mid-November to allow it to establish properly.

Wyyerd Fiber continues its installation of fiber optic infrastructure within the community and is now nearing completion. Once finished, residents can look forward to enhanced Internet quality and performance.

#### Holiday Events

And of course, it wouldn't be the season without some community fun! Be sure to check out this year's holiday events, including Dog Day at the Pool, the Holiday Decorating Contest, the Adopt-a-Family Drive, and Photos with Santa. We look forward to celebrating the holidays with all of you!

From all of us at HOA Management Solutions and the CRCA Board of Directors, we wish you a safe, joyful, and peaceful holiday season. Thank you for making Continental Ranch such an extraordinary place to live.

On behalf of J.J., Valaree and Briana

Lori Wuollet Community Manager

#### **CRCA** Contact Info

**Address:** 9150 N. Coachline Blvd.

Tucson, AZ 85743 **Phone:** (520) 297-7600 **Fax:** (520) 297-7917

**E-mail:** continental.ranch@yahoo.com

Web: www.CRCATucson.com

**Lori Wuollet**, Community Association Manager Iori@hoamanagementsolutions.com

**J.J. Velarde**, Assistant Manager jj@hoamanagementsolutions.com

**Briana Georgian**, Homeowner Covenants Liaison briana@hoamanagementsolutions.com

**Valaree Cavazos**, Office Assistant/ Activities Coordinator valaree@hoamanagementsolutions.com

#### **Office Hours:**

Monday-Friday, 8 a.m. to 5 p.m. Saturday and Sunday, Closed

Payments can be made at the office in the form of a check or money order.

**In case of emergency**, please call (520) 780-9163 and follow the prompts. This number is not for reporting violations or dealing with delinquencies.