



Town of Camp Verde Vision Statement

"Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life."

**AMENDED AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JUNE 18, 2025 at 6:00 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/85984812202?pwd=ULauTPz7dA05OOPI18ArAKNdTxhW73.1>

one Tap Mobile: 1-253-215-8782 or 1-346-248-7799

Meeting ID: 859 8481 2202

Passcode: 880335

Note: Council member(s) may attend Council Sessions either in person, by telephone, or internet/video conferencing.

- 1. Call to Order**
- 2. Roll Call.** Council Members Brian Bolton, Robert Foreman, Robin Godwin, Jessie Murdock, Patricia Seybold, Vice Mayor Wendy Escoffier, and Mayor Marie Moore.
- 3. Pledge of Allegiance**
- 4. Consent Agenda** – All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) Approval of the Minutes:**
 - 1) Special Session (Public Portion) – May 28, 2025 at 5:00 p.m.
 - 2) Work Session – May 29, 2025 at 5:00 p.m.
 - 3) Regular Session – June 4, 2025 at 6:00 p.m.
 - 4) Special Session (Public Portion) - June 5, 2025 at 1:00 p.m.
 - b) Set Next Meeting, Date and Time:**
 - 1) Special Session – July 2, 2025 at 5:00 p.m.
 - 2) Regular Session – July 2, 2025 at 6:00 p.m.
 - 3) Special Session – July 9, 2025 at 5:00 p.m.
 - 4) Regular Session – July 16, 2025 at 6:00 p.m.
 - 5) Special Session – July 23, 2025 at 5:00 p.m.
 - c) Approval of Agreement for Town Attorney Services with Pierce Coleman.**
Staff Resource: Town Manager Miranda Fisher.
- 5. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to

review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Sustaining Flows, Earth Day, Camp Verde School District, Friends of the Verde River and Verde Valley Housing Advisory Committee.
7. **Discussion, consideration and possible approval of Contract No. 25-209 with Water Works Engineers for engineering design and construction services for the Town of Camp Verde, Arizona Wastewater Plant Dryer Design and Construction Services, in an amount not to exceed \$85,049.00.** Staff Resource: Wastewater Division Manager Chet Teague.
8. **Discussion, consideration, ratification and possible approval of revised Purchase Order Number 2025-0031 to Rottweiler Controls, LLC., not to exceed in the amount of \$120,000.00, for SCADA (Supervisory Control and Data Acquisition) upgrade project at the wastewater treatment plant.** Staff Resource: Wastewater Division Manager Chet Teague.
9. **Discussion, consideration, and possible award of Bid No. 25-211, Sports Complex Irrigation Pump Building Slab Project to Ligon Excavation in the amount of \$50,208.00.** Staff Resource: CIP Project Manager Martin Smith.
10. **Town of Camp Verde Outstanding Citizen program and nomination process review.** Staff Resource: Town Manager Miranda Fisher.
11. **Applicant presentation of the FY25 \$50,000 Community Outreach Fund requests.** Staff Resource: Town Manager Miranda Fisher.
12. **An executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) for discussion or consultation for legal advice and in order to consider its position regarding possible contracts for the award of the FY25 \$50,000 Community Outreach Funds.** Staff Resource: Town Manager Miranda Fisher.
13. **Discussion, consideration, and possible awarding of the FY25 \$50,000 Community Outreach Funds.** Staff Resource: Town Manager Miranda Fisher.
14. **Adjournment**

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on June 12, 2025 at 5:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Leah Rhodes

Leah Rhodes, Town Clerk



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

MEETING DATE: June 18, 2025

AGENDA ITEM TYPE:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

REQUESTING DEPARTMENT: Public Works **STAFF RESOURCE:** Martin Smith, CIP Project Manager

AGENDA TITLE: Discussion, Consideration, and Possible Award of Bid No. 25-211, Sports Complex Irrigation Pump Building Slab Project to Ligon Excavation in the amount of \$50,208.00.

ATTACHED DOCUMENTS:

- JOC Bid Quotes

ESTIMATED PRESENTATION TIME: 5 minutes **ESTIMATED DISCUSSION TIME:** 10 minutes

REVIEWED BY:

- | | | | | |
|--|--------------------------------|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☐ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|--------------------------------|--|----------------------------------|---------------------------------|

FINANCIAL REVIEW (if applicable):

- Funding Source / GL Account Number: 04-800-20-804024
- Approved in the FY25 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

BACKGROUND INFORMATION:

Staff is working to finalize the design and begin construction of the proposed irrigation improvements at the Sports Complex. This agenda item is to address the construction of the concrete foundation and slab of the proposed irrigation pump building. The Council has previously approved the purchase of the building and has been advised by the vendor that the building is scheduled to be shipped to the Sports Complex on August 18, 2025. Once it arrives, the vendor will begin the assembly of the building on the proposed slab. The vendor advised that the concrete foundation and slab should have at least a 28 day cure to ensure that it has sufficient strength to support the metal building. To provide the recommended cure time this would mean that the concrete foundation and slab must be in place no later than Tuesday, July 22nd.

The history of the irrigation improvements portion of the Sports Complex project goes back almost one year. Below is a brief summary of previous action staff and the Council has taken to advance these improvements:

- July 17, 2024 – Council awarded the purchase of canopy materials for the proposed irrigation improvements project at the Camp Verde Sports Complex from Bunger Steel in the amount of \$22,290.00.
- July 17, 2024 – Council awarded the purchase of pipe and fitting materials for the proposed irrigation improvements project at the Camp Verde Sports Complex from Core & Main in the amount of \$113,354.03.



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

- July 17, 2024 – Council awarded purchase and installation of the pond liner to the existing reclaimed water storage pond at the wastewater treatment plant to Western Liner in the amount of \$34,300.00.
- July 17, 2024 – Council awarded the purchase of pump materials for the proposed irrigation improvements project at the Camp Verde Sports Complex from Pump Man in the amount of \$259,233.64.
- Around this time the design of the irrigation improvements was revised by the Town Engineer to increase the design efficiency and reduce costs.
- February 5, 2025 – Council awarded the bid to install the electric improvements for the proposed lift station and irrigation improvements to Connolly Electric for an amount not to exceed \$120,000
- March 5, 2025 – Council awarded the purchase of the irrigation pump building for the proposed irrigation improvements project at the Camp Verde Sports Complex from Bunker Steel in the amount of \$42,399.00.
- March 5, 2025 – Council awarded the purchase of irrigation supplies to Ferguson Waterworks in the amount of \$79,375.73.
- May 21, 2025 – Council awarded the bid to install the irrigation electrical improvements project to Connolly Electric in the amount of \$76,700. This was brought back to Council due to a cost increase regarding additional conduit and wire required by APS.

In the near future, Staff will bring before Council a couple of additional items for Council consideration and approval. The first of these items will be the construction of the new retention pond to hold the reclaimed water and the associated piping required to route that water to the irrigation pump building. The second item will be for an updated price quote to order and install the required pond liner. The completion of these items should complete the irrigation improvements project.

CONNECTION TO THE FY25-FY30 STRATEGIC PLAN

This project complies with the Community Infrastructure section described in the Strategic Plan.

QUESTION(S) BEFORE THE COUNCIL:

- Does Council have any questions that I can answer?

PROPOSED MOTION:

Move to Award Bid No. 25-211, Sports Complex Irrigation Pump Building Slab Project to Ligon Excavation in the amount of \$50,208.00.

Request For Proposal



Contact: Wyatt Orr
Phone: (928) 713-0215
Email: wyatt@ercarizona.com

300 S Latilla Lane
Dewey, AZ 86327
(928) 775-2795 - FAX (928) 268-3487
info@ercarizona.com
www.ercarizona.com

Earth Resources Corporation. "Building Our Future" R.O.C License 259019

Proposed To:	Job Name & Location	Owners Plans And Specifications Dated
Town of Camp Verde 395 S Main Street Cottonwood, AZ 86322 Martin Smith 928-554-5431	Irrigation Pump Station Slab martin.smith@campverde.az.gov	Plan Date: 5/2/2025 Plans by: Town of Camp Verde Sheets 5&6 of 13 Addendums:

The following scope of work shall include material and labor to provide and install the following items per Earth Resources Corporations interpretations of the Owner's Plans and Specifications.

<i>DESCRIPTION</i>	<i>Quantity</i>	<i>Units</i>	<i>Unit Price</i>	<i>Total</i>
Mobilization	1	LS	\$ 7,241.00	\$ 7,241.00
Quality Control Testing	1	LS	\$ 1,960.00	\$ 1,960.00
Survey and pad certifications	1	LS	\$ 1,200.00	\$ 1,200.00
Building pad over X and 24" ABC Pad	1	LS	\$ 9,067.00	\$ 9,067.00
Construct Building slab and foundation per details. Includes 4" PVC Drain line installation stubbed out of foundation Does not include floor sink installation. ERC will need spec to block out for it.	1	LS	\$ 28,438.00	\$ 28,438.00
Sales Tax Rate 10.00% Town of Camp Verde				\$ 3,113.89
			TOTAL	\$ 51,019.89

EXCLUSIONS:

Proposal does not include the following: S.W.P.P. Plan, survey or layout, density testing, special inspections, export of any unknown hazardous materials, rock excavation (any hard dig situation incurred that a 310 size, rubber-tire backhoe is unable to dig), blasting and hammer hoe expenses, or permits.

ESTIMATE IS GUARANTEED FOR 30 DAYS FROM ORIGINAL DATE.

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above specification involving extra costs, will be executed only upon written orders and will become an extra charge in addition to the original amount.

The above prices, specifications and conditions are satisfactory and are hereby accepted. Earth Resources Corporation is authorized to do the work specified. Payment will be made as outlined above.

Respectfully Submitted,

Acceptance of Proposal by,

Date:

Wyatt Orr, President

Date Printed 6/5/2025

Authorized Signature,

Printed Name & Title,

& Date



Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

Bid 25-211, Sports Complex Irrigation Pump Building Slab Installation Project
Itemized Bid Tab

No.	Description	Unit	Quantity	Cost	Total
1	Mobilization	LS	1	\$ 1,100.00	\$ 1,100.00
2	Quality Control Testing	LS	1	\$ 5,300.00	\$ 5,300.00
3	Survey and pad certifications	LS	1	\$ 4,200.00	\$ 4,200.00
4	Building pad overexcavation and 24" ABC pad	LS	1	\$ 8,240.00	\$ 8,240.00
5	Construct building slab and foundation per details; includes 4" pvc drain line installation stubbed out of foundation	LS	1	\$ 23,000.00	\$ 23,000.00
				Subtotal:	\$ 41,840.00
				20% Owner Allowance:	\$ 8,368.00
				TOTAL:	\$ 50,208.00

Notes:

1. All costs provided shall include all applicable taxes, fees, overhead, profit, etc.
2. Work needs to be complete by July 15, 2025.

Signature of Company Official

President

Title

Ligon Excavation, Inc.

Company Name

636 S. McCracken Lane,

Address

Camp Verde, AZ 86322

City/State/Zip

6/13/2025

Date Signed

928-300-2126

Phone Number

NA

Fax Number

Office@LigonEx.com

Email Address