



**MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 26, 2025 at 5:00 P.M.**

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

1. Call to Order

Mayor Jenkins called the meeting to order at 5:00 p.m.

2. Roll Call.

Councilor Brian Bolton, Councilor Wendy Escoffier, Councilor Robert Foreman, Councilor Robin Godwin (absent), Councilor Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present

Town Manager Miranda Fisher (Zoom), Planner I Cliff Bryson (Zoom), Planner II Cory Mulcaire (Zoom), Town Clerk Leah Rhodes and Acting Deputy Town Clerk Jadie Edwards.

Councilor Godwin entered the meeting at 5:00 p.m.

3. Pledge of Allegiance

Councilor Bolton led the Pledge.

4. Discussion, consideration, and possible direction on impact fees following a presentation by L. Carson Bise, AICP & President of TischlerBise, Inc. Staff Resource: Town Manager Miranda Fisher.

Town Manager Miranda Fisher stated Councilor Foreman had requested a work session to discuss impact fees. In 2006, the Town of Camp Verde contracted with TischlerBise, Inc. to complete a study on impact fees, which was included in the agenda packet. President of TischlerBise, Inc., L. Carson Bise, AICP, led the discussion regarding impact fees so the Council could consider whether charging impact fees is of interest to them.

Town Manager Fisher stated in 2007, Camp Verde voters approved a measure authorizing the Town to collect impact fees on new construction to help fund

infrastructure improvements. However, on October 26, 2011, the Town Council suspended the collection of these fees in response to Arizona Senate Bill 1525.

AICP & President L. Carson Bise presented a PowerPoint to the Council on the impact fees.

Vice Mayor Moore questioned if it is common for Towns to have impact fees and capacity fees.

AICP & President Bise responded to Vice Mayor Moore that capacity fees are associated with utilities and impact fees are associated with general fund infrastructure.

AICP & President Bise previously conducted an impact fee study for Camp Verde, covering Law Enforcement, General Government, Library and Parks and Recreation. In 2011, legislative changes under SB1525 were enacted, taking effect in 2012, which completely changed the impact fees.

AICP & President Bise stated if the Town implemented impact fees they could not be used for operations, maintenance or replacement. The Town cannot place the fees into our general fund to use.

ACIP & President Bise shared the local impact fee ordinance establishes the administrative procedures by which the development fee program will be implemented with a fee schedule, when fees are paid, accounting, independent fee calculation procedures, credits, refunds and administrative appeals.

AICP & President Bise explained why impact fees are implemented. Impact fees will help a jurisdiction maintain existing levels of service and the community will see new growth. Impact fees will promote comprehensive planning and growth management.

Town Manager Fisher, Planner I Cliff Bryson and AICP & President Bise responded to questions from the Council.

Vice Mayor Moore provided direction to Town Manager Fisher to create a list of all the Towns in Yavapai County that have impact fees to share with Council.

The Mayor and Council agreed to direct staff to move forward with a study and to have a future Work Session.

Town Manager Fisher stated she will come back with a study and a future Work Session to Council in April 2025.

5. Adjournment

Mayor Jenkins adjourned the meeting at 6:10 p.m.

Tom Jenkins
Mayor Dee Jenkins

Jadie Edwards
Attest: Acting Deputy Clerk Jadie Edwards

CERTIFICATION

I, Acting Deputy Town Clerk, hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on February 26, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20 day of March, 2025.

Jadie Edwards
Jadie Edwards, Acting Deputy Town Clerk