



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, APRIL 2, 2025 at 6:00 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 6:00 p.m.

2. Roll Call.

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

Also Present

Town Manager Miranda Fisher, Town Attorney Jon Paladini, Town Clerk Leah Rhodes and Administrative Clerk Laura Keesler.

3. Pledge of Allegiance

Vice Mayor Moore led the Pledge.

Mayor Jenkins invoked a moment of personal privilege to hold a moment of silence in remembrance of former Council Member Eric Eberhard.

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) – March 5, 2025 at 5:00 p.m.
- 2) Executive Session – March 5, 2025 at 5:00 p.m.
- 3) Special Session (Public Portion) – March 12, 2025 at 5:00 p.m.
- 4) Executive Session – March 12, 2025 at 5:00 p.m.
- 5) Regular Session – March 19, 2025 at 6:00 p.m.

b) Set Next Meeting, Date and Time:

- 1) Budget Work Session – April 3, 2025 at 3:30 p.m.
- 2) Special Session – April 9, 2025 at 5:00 p.m.

- 3) Regular Session – April 16, 2025 at 6:00 p.m.
- 4) Special Session – April 17, 2025 at 1:00 p.m.
- 5) Work Session – April 23, 2025 at 4:00 p.m.

c) Possible approval of the Memorandum of Understanding with The Friends of the Verde River for Tamarisk Mitigation efforts on a Town Owned Parcel at Parsons Preserve. Staff Resource: Stormwater Specialist Patricia Mancini.

Councilor Godwin requested Item 4.c to be pulled for discussion.

On a **motion** made by Councilor Escoffier, seconded by Vice Mayor Moore, the Council **moved** to approve Item 4.a and 4.b of the consent agenda.

Roll Call Vote:

Councilor Bolton: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion Carried 7-0.

Councilor Godwin voiced concern regarding the insecticides that will be used by the Friends of The Verde River when mitigating the Tamarisk infestation on a Town-owned property at the Parsons Riverfront Preserve project.

Stormwater Specialist Mancini introduced Program Manager Elaine Nichols with the Friends of the Verde River. Program Manager Nichols spoke on the studying and knowledge of how the herbicides, pesticides and chemicals will be used in the process of the Tamarisk Mitigation efforts on the Parsons Preserve.

Stormwater Special Mancini and Program Manager Nichols responded to questions from the Council.

On a **motion** made by Councilor Godwin, seconded by Councilor Escoffier, the Council **moved** to approve Item 4.c of the consent agenda.

Roll Call Vote:

Councilor Bolton: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion Carried 7-0.

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))

Public Comment:

Melinda Jessop voiced concerns regarding her comments not included in the past two meeting minutes of the demolition of her property.

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.

The Mayor, Council and Town Manager reported on current events.

7. **Special Announcements and Presentations.** All presentations are limited to 15-minutes.

- **Proclamation declaring April 2025 as Fair Housing Month.** Staff Resource: CIP Project Manager Martin Smith.

Mayor Jenkins proclaimed the month of April 2025 as Fair Housing Month. CIP Project Manager Martin accepted the proclamation on behalf of NACOG and the Arizona Department of Housing.

8. **Discussion, consideration, and possible approval of Resolution 2025-1171, approving a Development Agreement between the Town of Camp Verde and Verde Commercial LLC for the development of approximately 58.86 acres of real property identified as parcel number 403-22-035Q.** Staff Resource: Utilities Director Jeff Low.

Utilities Director Low provided an overview of the development agreement with Verde Commercial LLC to secure a parcel for the construction of two 500,000-gallon storage tanks and pump station to be located in the Verde Commercial subdivision area.

Blake Carroll of Verde Commercial LLC stated that the development agreement is for a donation of land for the Town of Camp Verde to utilize for a tank storage site.

Town Manager Fisher, Town Attorney Paladini, Utilities Director Low and Mr. Carroll responded to questions from the Council.

On a **motion** made by Councilor Godwin, seconded by Vice Mayor Moore, the Council **moved** to approve Resolution 2025-1171 for a development agreement between the Town of Camp Verde and Verde Commercial LLC for the development of approximately 58.86 acres of real property located on parcel 403-22-035Q.

Roll Call Vote:

Councilor Bolton: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion Carried 7-0.

9. **Public Hearing:** Discussion, consideration, and possible Approval of Ordinance 2025-A503, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance, Part Two - Zoning Classifications, Section 203 – Use Districts, Subsection L, Planned Area Development Overlay District, related to exempting subdivisions developing on vacant lots twenty (20) acres or more from the Planned Area Development process; providing for repeal of conflicting ordinances; providing for severability; and setting an effective date. Staff Resource: Acting Senior Planner Cory Mulcaire.

Staff Presentation: Acting Senior Planner Mulcaire stated since the adoption of the Ordinance, staff identified an error in that subdivision on parcels over 20 acres would be required to go through the PAD Process. This process is not always appropriate for a subdivision, unless said subdivision wants to change the parcel size or setbacks of the subdivision, in which case, the PAD is appropriate. Therefore, staff is recommending the subdivisions be exempted, so long as there are no requests for changes to the designated use district requirements.

Open Public Hearing: Mayor Jenkins opened the public hearing at 6:45 p.m. and there were no speakers.

Close Public Hearing: Mayor Jenkins closed the public hearing at 6:45 p.m.

Town Manager Fisher stated there was an error in the AIM and Town Attorney Jon Paladini stated the subsection is J and not L, and the change is considered a scrivener's error in in the Ordinance. Subsection L will need to include a new paragraph J.

Acting Senior Planner Mulcaire responded to questions from the Council.

On a **motion** made by Councilor Foreman , seconded by Councilor Godwin, the Council **moved** to approve Ordinance 2025-A503, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance, Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection L, Planned Area Development Overlay District, related to exempting subdivisions developing on vacant lots twenty (20) acres or more from the Planned Area Development process; providing for repeal of conflicting ordinances; providing for severability; and setting an effective date.

Roll Call Vote:

Councilor Bolton: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion Carried 7-0.

10. **Public Hearing:** Discussion, consideration, and possible approval of Ordinance 2024-A497, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Code of Camp Verde, Arizona, Chapter 7 Building, Article 7-5 Road Specifications and Detail, related to renumbering the article and adding a section regarding restrictions on work in newly paved or resurfaced public roadways and rights-of-way. Staff Resource: CIP Manager Martin Smith. Pg. 167

Staff Presentation: CIP Project Manager Smith provided an overview of the importance of adding a section in the Ordinance regarding restrictions on work in newly paved or resurfaced public roadways and rights-of-ways. CIP Project Manager Smith stated that Street infrastructure plays a vital role in the functionality and prosperity of any society. The importance of road infrastructure extends beyond simple connectivity; it facilitates commerce, supports job access, enhances public health, and connects people with vital services. This makes roads essential for both urban and rural communities.

Open Public Hearing: Mayor Jenkins opened the public hearing at 6:52 p.m. and there were no speakers.

Close Public Hearing: Mayor Jenkins closed the public hearing at 6:52 p.m.

On a **motion** made by Councilor Godwin, seconded by Councilor Foreman, the Council **moved** to approve Ordinance 2024-A497, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Code of Camp Verde, Arizona, Chapter 7 Building, Article 7-5 Road Specifications and Detail, related to renumbering the article and adding a section regarding restrictions on work in newly paved or resurfaced public roadways and rights-of-way.

Roll Call Vote:

Councilor Bolton: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion Carried 7-0.

11. **Discussion, consideration, and possible approval of a Temporary Administrative Assistant position for Community Development Department.**
Staff Resource: Town Manager / Interim Community Development Director Miranda Fisher.

Town Manager Fisher stated that the Community Development Department's primary current need is the addition of an administrative assistant to support backend operations and recordkeeping. This role would provide essential assistance with documentation and case management for the Code Enforcement Officer, as well as critical support to the Planning and Zoning Team.

Town Manager Fisher responded to questions from the Council.

On a **motion** made by Councilor Foreman seconded by Councilor Escoffier, the Council **moved** to approve hiring a temporary Administrative Assistant for the Community Development Department.

Roll Call Vote:

Councilor Bolton: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion Carried 7-0.

12. **Adjournment**

Mayor Jenkins adjourned the meeting at 7:04 p.m.



Mayor Marie Moore



Attest: Town Clerk Leah Rhodes

CERTIFICATION

I, Town Clerk Leah Rhodes, hereby certify that the foregoing Minutes are a true and accurate accounting of the discussions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on April 2, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 18 day of April 2025

Leah Rhodes

Town Clerk Leah Rhodes