



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JUNE 4, 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 Moore called the meeting to order at 6:00 p.m.

2. Roll Call.

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

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, and Town Clerk Leah Rhodes.

3. Pledge of Allegiance

Councilor Murdock led the Pledge.

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 14, 2025 at 5:00 p.m.
- 2) Executive Session – May 14, 2025 at 5:00 p.m.
- 3) Regular Session – May 21, 2025 at 6:00 p.m.

b) Set Next Meeting, Date and Time:

- 1) Special Session – June 5, 2025 at 1:00 p.m.
- 2) Special Session – June 11, 2025 at 5:00 p.m.
- 3) Regular Session – June 18, 2025 at 6:00 p.m.
- 4) Regular Session – July 2, 2025 at 6:00 p.m.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Godwin, the Council **moved** to approve the consent agenda.

Roll Call Vote:

Councilor Bolton: aye

Councilor Foreman: aye

Councilor Murdock: absent

Councilor Godwin: aye (verbal vote)

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 5-0.

- 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))

There were no public comments.

- 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.
- **Presentation of the ASU Project Cities Recommendations and Sustainable Development Goals for water conservation and public engagement regarding water resources in the Town of Camp Verde.** Staff Resource: Stormwater Specialist Patricia Mancini.

Allison Almond, Program Manager for ASU Project Cities, delivered an overview of the "Project Cities: Sustainability Through Local Action" initiative in collaboration with the Town of Camp Verde. Program Manager Almond outlined how the program connects community partners to address sustainability challenges and fosters the development of frameworks for inclusive water decision-making. The presentation emphasized strategies for engaging rural communities in equitable water governance.

Stormwater Specialist Patricia Mancini presented a photograph of the Town's Stormwater Facility, highlighting the Camp Verde Rain Tank and Rain Garden.

Stormwater Specialist Patricia Mancini responded to questions from the Council.

- **Administration of Oath of Office of Newly Hired Town Employees.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes swore in Court Security Guard Roy Heron.

- **Presentation of the revised Town's Personnel Manual.** Staff Resource: Human Resources Director Julia Kaiser.

Human Resources Director Julia Kaiser provided an update on the annual personnel manual revisions that allow for more effective operations and personnel management.

- **Presentation of the revised Town's Permanent Salary Range Table.** Staff Resource: Human Resources Director Julia Kaiser.

Human Resources Director Julia Kaiser provided an update on the revision to the new salary ranges as well as updated job titles, removal of eliminated positions and reclassification of some positions.

8. **Discussion, consideration and possible approval to issue a Request for Statement of Qualifications for Engineering On-Call for Professional Services.** Staff Resource: Utilities Director Jeff Low.

Utilities Director Jeff Low stated the Town of Camp Verde previously had Engineering On-Call for professional services that expired in 2020. Utilities Director Low stated staff would like to release a new request for Statement of Qualification for On-Call Professional Services and provided an overview of the specialty areas where the Town would be seeking professional supports when needed.

Utilities Director Low responded to questions from the Council.

On a **motion** made by Councilor Foreman, seconded by Councilor Godwin, **moved**

to approve the issuance of a request for statement of qualification solicitation for Engineering on-call for professional services.

Roll Call Vote:

Mayor Moore: aye

Councilor Bolton: aye

Vice Mayor Escoffier: aye

Councilor Foreman: aye

Councilor Godwin: aye

Councilor: Murdock: absent

Motion Carried 5-0.

9. Discussion, consideration, and possible approval of Resolution 2025-1184 approving the Arizona Water and Wastewater Agency Response Network Mutual Aid Agreement. Staff Resource: Utilities Director Jeff Low.

Utilities Director Low stated the Arizona Water and Wastewater Agency Response Network (AzWARN) is a statewide mutual assistance program between water and wastewater utilities. The volunteer-based network allows utilities to help one another in times of emergencies when the resources of utilities are overwhelmed.

Utilities Director Low responded to questions from the Council.

On a **motion** made by Councilor Godwin, seconded by Vice Mayor Escoffier, **moved to approve** Resolution 2025-1184, approving the Arizona Water and Wastewater Agency Response Network Mutual Aid Agreement.

Roll Call Vote:

Mayor Moore: aye

Councilor Bolton: aye

Vice Mayor Escoffier: aye

Councilor Foreman: aye

Councilor Godwin: aye

Councilor: Murdock: absent

Motion Carried 5-0.

10. Discussion, consideration and possible approval of the Town of Camp Verde FY26 Proposed Capital Improvement Plan. Staff Resource: Town Manager Miranda Fisher and Finance Director Michael Showers.

Town Manager Fisher outlined a summary of the changes to the CIP Plan since last presented to Council at the April 3, 2025, Town Council meeting:

- 1) Moved Town Sprinkler System from FY27 to FY26 (\$150K) due to the urgency of the repairs needed at the Community Center Field.

- 2) Reduced Wayfinding Signage by \$100K and reallocated the remaining \$100K from FY26 to FY27 & FY28. This frees up the funds for the Development Impact Fee Study.
- 3) Added allowance for Fall Material carry-over (\$33K)
- 4) Added allowance for P&R Master Plan carry-over (\$25)
- 5) Added allowance for the Court Construction carry-over (\$363,135)
- 6) Added allowance for the Facilities Master Plan carry-over (\$100K)
- 7) Added the Development Impact Fee Study (\$100K)
- 8) Added the Vehicle Replacement Program line in Expenditure and Revenue (\$25)
- 9) Adjusted the Enterprise Lease Debt (\$24,330)
- 10) Added Sports complex Phase II project for \$1.3M across FY28, FY29 & FY30

In addition to these changes, CIP project sheets were developed for the New Website, Development Impact Fee Study, and Sports Complex Phase II.

Town Manager Fisher and Finance Director Showers responded to questions from the Council.

On a **motion** made by Councilor Foreman, seconded by Vice Mayor Escoffier, **moved to approve** the FY26 Proposed Capital Improvement Plan.

Roll Call Vote:

Mayor Moore: aye

Councilor Bolton: aye

Vice Mayor Escoffier: aye

Councilor Foreman: aye

Councilor Godwin: aye

Councilor: Murdock: absent

Motion Carried 5-0.

- 11. Discussion, consideration and possible approval of The Town of Camp Verde FY26 Proposed Tentative Budget.** Staff Resource: Town Manager Miranda Fisher and Finance Director Michael Showers.

Town Manager Fisher stated the Tentative Budget is not the Final Budget but establishes the maximum allowable expenditures for the fiscal year and once adopted, the total budget amount cannot be increased, only reduced or reallocated.

Vice Mayor Escoffier requested staff to provide a short synopsis of the Town's current revenue and expense as well as projected revenues, projected expenses and project grant income.

Finance Director Showers provided an outline of the revenues and expenses that was included in the Council packet.

Finance Director Showers responded to questions from the Council.

On a **motion** made by Councilor Bolton, seconded by Vice Mayor Escoffier, **moved to approve** the FY26 Proposed Tentative Budget.

Roll Call Vote:

Mayor Moore: aye

Councilor Bolton: aye

Vice Mayor Escoffier: aye

Councilor Foreman: aye

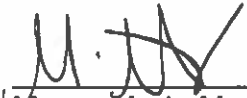
Councilor Godwin: aye

Councilor: Murdock: absent

Motion Carried 5-0.

12. Adjournment

Mayor Moore adjourned the meeting at 7:05 p.m.



Mayor Marie Moore

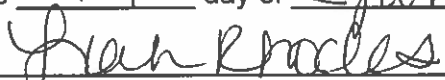


Attest: Leah Rhodes, Town Clerk

CERTIFICATION

I, Town Clerk Leah Rhodes, 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 Regular Session of the Town Council of Camp Verde, Arizona, held on June 4, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 19 day of June, 2025.



Leah Rhodes, Town Clerk