



**MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JULY 9, 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 Moore called the meeting to order at 5:00p.m.

2. Roll Call.

Councilor Brian Bolton, Councilor Robert Foreman (arrived at 5:14p.m.), Councilor Robin Godwin, Councilor Jessie Murdock (absent), Councilor Patrica Seybold, 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 Godwin 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) Set Next Meeting, Date and Time:

- 1) Special Session – July 23, 2025 at 5:00 p.m.
- 2) Work Session – July 30, 2025 at 5:00 p.m.
- 3) Regular Session – August 6, 2025 at 6:00 p.m.

b) Consideration and possible awarding of the Financial Auditing Services contract to CliftonLarsonAllen LLP. Staff Resource: Finance Director Michael Showers.

On a **motion** by Councilor Godwin, Seconded by Councilor Seybold, the Council **moved to approve** the consent agenda.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye
Councilor Foreman: absent
Councilor Murdock: absent
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 5-0.

5. Discussion, consideration, and possible award of Bid No. 25-210, Dickison Circle Drainage Improvements Project, to Mulcaire & Son Contracting, LLC in the amount of \$291,059.80. Staff Resource: CIP Manager Martin Smith.

Public Works Director Ken Krebbs stated the Arizona Department of Transportation (ADOT) installed a box culvert under Highway 260 to manage stormwater drainage from west to east. Arizona Department of Transportation will be removing the existing gabion baskets and installing concrete inlet/outlet structures on either side of the box culvert below Highway 260. The Town will then install 96" culvert to receive the storm water as it exits the outlet structure and pipe it underground to the existing Grief Hill wash immediately north of Dickison Circle.

Public Works Director Krebbs stated this erosion repair project, located at Dickison Circle, is being funded by an Arizona Commerce Grant, with all associated costs managed through the Town's Wastewater Department budget.

Town Manager Fisher and Public Works Director Ken Krebbs responded to questions from the Council.

On a **motion** by Councilor Godwin, Seconded by Councilor Bolton, the Council **moved to award** Bid No. 25-210, Dickison Circle Drainage Improvements Project, to Mulcaire & Son Contracting, LLC in the amount of \$291,059.80.

Roll Call Vote:

Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: absent
Councilor Murdock: absent
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 5-0.

6. Presentation and discussion regarding the future of housing in Camp Verde and housing initiatives throughout the Verde Valley. Staff Resource: Special Initiatives Manager Cliff Bryson.

Special Initiatives Manager Cliff Bryson presented to the Council an outline of the differences between affordable and attainable housing, provided an overview of

housing initiatives currently underway in the Verde Valley, and highlighted residential development, both planned and under construction, in Camp Verde over the next few years. Special Initiatives Manager Bryson also reviewed the Community Development GIS dashboard that is now available for public view.

Councilor Foreman arrived at 5:14 p.m.

Public Comment:

Sheri Benson and Edwin Hazel from Yavapai-Apache Nation spoke on funding for low income homes for the tribal members to live in and some of their upcoming development.

Mary Chicoine from the Verde Valley Community Development Organization spoke to the work they're doing to advance housing initiatives and reviewed the features and resources on their website.

Town Manager Fisher and Special Initiatives Manager Bryson responded to questions from the Council.

Mayor Moore requested a break at 5:58 p.m.

Mayor Moore reconvened the meeting at 6:06 p.m.

7. Presentation and discussion regarding the General Plan Elements: Economic Development, Housing, and Cost of Development. Staff Resource: Town Manager Miranda Fisher and Special Initiatives Manager Cliff Bryson.

Town Manager Miranda Fisher stated the Technical Advisory Committee for the General Plan has officially transitioned to drafting the element chapters. These chapters represent the core policy areas required by Arizona Revised Statutes, along with supplemental elements that reflect the Town's vision, values, and community priorities. As drafts are finalized, Town staff will make them publicly available and present them to the Council and various commissions for initial review and input.

Town Manager Fisher stated we encourage Council to share these chapters with friends, family, and members of the community to help broaden public input.

Town Manager Miranda Fisher and Economic Development Director Molly Davies responded to questions from the Council.

8. Discussion, consideration and possible approval of a full-time Administrative Assistant for Community Development. Staff Resource: Town Manager / Interim Community Development Miranda Fisher.

Town Manager Miranda Fisher stated on April 2, 2025, Town Council approved the temporary hiring of an Administrative Assistant to test the theory that the Community Development Department needs administrative support more than a second Code Enforcement Officer. An Administrative Assistant was hired on May 27, 2025, and over

the past six weeks has been instrumental in improving operations across the department.

Town Manager Fisher stated Administrative Assistant Amanda Honwytewa has helped streamline code enforcement processes, allowing Code Enforcement Officer Jessica Bolton to spend more time in the field, while Honwytewa manages recordkeeping in GovWell and organizes civil hearings.

Town Manager Fisher is seeking approval from the Council to hire a full-time permanent Administrative Assistant.

On a **motion** by Councilor Godwin, Seconded by Councilor Foreman, the Council moved to approve hiring a full-time, permanent Administrative Assistant for Community Development.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: absent

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 6-0.

9. Discussion and consideration of amending the established hours for Town public facilities. Staff Resource: Town Manager Miranda Fisher.

Town Manager Miranda Fisher stated on December 4, 2024, Council adopted Resolution 2024-1154, which established the official hours of operation for Town facilities in calendar year 2025. During that meeting, Town Manager Fisher noted her interest in revisiting office hours in the future.

Town Manager Fisher stated Town staff recommends transitioning to a Monday through Thursday, 7:00 a.m. to 6:00 p.m. operating schedule, effective August 4, 2025, for the following divisions:

- Administrative Offices
- Community Development
- Municipal Court
- Parks & Recreation
- Public Works

Town Manager Fisher and Court Administrator Veronica Pineda responded to questions from the Council.

On a **motion** by Vice Mayor Escoffier, Seconded by Councilor Godwin, the Council moved to approve Resolution 2025-1188, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the established hours of operation, superseding Resolution 2024-1154, effective date of August 4, 2025.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: nay

Councilor Murdock: absent

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 5-1.

Mayor Moore read Items 10, 11 and 12.

A **motion** was made to go into Executive Session for agenda items 10, 11 and 12 at 6:58 p.m. by Vice Mayor Escoffier and was seconded by Councilor Godwin.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: nay

Councilor Murdock: absent

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 6-0.

10. **An executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) for discussion or consultation for legal advice with the Town Attorney and to consider its position in pending litigation. The purpose of the executive session is for the Town Attorney to update Council regarding the status of pending notices of claims and litigation matters commenced against the Town. Staff Resource: Town Manager Miranda Fisher.**
11. **An executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) for discussion or consultation for legal advice with the Town Attorney and to consider its position in contract negotiations with the Camp Verde Arena Association. Staff Resource: Town Manager Miranda Fisher.**
12. **An executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding zoning verifications and development processes. Staff Resource: Town Manager Miranda Fisher.**

The Council reconvened the Special Session at 7:56 pm.

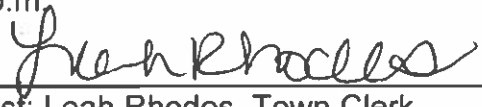
Mayor Moore stated that no action was given on Items 10, 11, and 12.

13. Adjournment

Mayor Moore adjourned the meeting at 7:57 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 Special Session of the Town Council of Camp Verde, Arizona, held on July 9, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 7 day of August, 2025.



Leah Rhodes, Town Clerk