



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 3, 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, Councilor Patricia Seybold (attended virtually), 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

Vice Mayor Escoffier 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) – August 6, 2025 at 5:00 p.m.
- 2) Regular Session – August 6, 2025 at 6:00 p.m.
- 3) Special Session – August 13, 2025 at 6:00 p.m.

b) Set Next Meeting, Date and Time:

- 1) Special Session – September 24, 2025 at 6:00 p.m.
- 2) Special Session – October 8, 2025 at 6:00 p.m.
- 3) Regular Session – October 15, 2025 at 6:00 p.m.

NOTE: The regular session on September 17, 2025 and October 1, 2025 have both been postponed one week and will now occur on September 24, 2025 and October 8, 2025 as a special session.

- c) **Consideration and possible approval of a Voluntary Assistance Agreement between the Camp Verde Marshal's Office and the Arizona Rangers.** Staff Resource: Town Manager Miranda Fisher.
- d) **Consideration and possible approval for the Town Finance Director to make the four separate budget adjustments on the attached document labeled BAFY25-05 for the FY25 budget year.** Staff Resource: Finance Director Michael Showers.
- e) **Consideration and possible approval to purchase a 2025 Caterpillar 420 Backhoe Loader as specified in the approved Town Capital Improvement Plan and giving authority to the Town Finance Director to sign any and all necessary documents to secure a 5-year lease with US Bank in an amount not to exceed \$170,000.** Staff Resource: Finance Director Michael Showers and Utilities Director Jeff Low.
- f) **Consideration and possible approval to purchase a Toro Field Pro 6040, a Toro Workman HDX 4WD Diesel Kubota and Crafcro Supershot Diesel Crack Sealer as specified in the approved Town Capital Improvement Plan and giving authority to the Town Finance Director to sign any and all necessary documents to secure a 5-year lease with US Bank in an amount not to exceed \$172,500.** Staff Resource: Finance Director Michael Showers and Public Works Director Ken Krebs.
- g) **Consideration and possible approval to release the Request for Qualifications #25-217 for the Town's Prosecutorial Services.** Staff Resource: Town Manager Miranda Fisher.
- h) **Consideration and possible approval of Resolution #2025-1192 ratifying the suspension of all reclaimed water fee charges for FY26.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher and Town Attorney Trish Stuhan responded to questions from Vice Mayor Escoffier regarding agenda item 4c.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Foreman, the Council **moved to approve** the consent agenda, noting that Item C is contingent upon the execution on the insurance being approved by the Town Attorney.

Roll Call Vote:

Councilor Bolton: aye
 Councilor Seybold: aye
 Councilor Foreman: aye
 Councilor Murdock: aye
 Councilor Godwin: aye
 Vice Mayor Escoffier: aye
 Mayor Moore: 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 Speaker:

Cindy Nichols, a local business owner, addressed the Council to express her concerns and frustrations regarding the Town's business license process.

Mayor Moore requested Town Manager Fisher to follow-up with Ms. Nichols.

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 the month of September 2025 as Library Card Sign Up Month.** Staff Resource: Library Manager Nicolas Resteiner.

Mayor Moore proclaimed the month of September 2025 as Library Card Sign up Month and presented the proclamation to Library Manager Nicolas Resteiner.

8. **Discussion, consideration and possible appointment of one (1) applicant to the Planning and Zoning Commission with a term ending January 1, 2028.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher reported that, with the appointment of Patricia Seybold to the Town Council, a vacant seat was open on the Planning and Zoning Commission. Town

Manager Fisher stated that an interview committee met with the applicants on August 5, 2025. The interview committee recommended the appointment of Jessica Renee Hall to fill the remainder of the term, which expires January 1, 2028.

Jessic Renee Hall introduced herself to the Town Council.

On a **motion** made by Councilor Murdock, seconded by Vice Mayor Escoffier, the Council **moved to approve** appointing Jessica Renee Hall to the Planning and Zoning Commission with a term ending January 1, 2028.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

9. **Public Hearing:** Discussion, consideration, and possible approval of Resolution 2025-1190 Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Final Plat FLP-25-0040, submitted by Joe Link, on behalf of the owner Verde Commercial, LLC., for the purpose of developing a 20-lot commercial subdivision, in the Verde Commercial Planned Area Development. The proposed project is generally located at 300 North Goswick Way on APN 403-22-035Q. Staff Resource: Acting Senior Planner Cory Mulcaire.

Staff Comments: Acting Senior Planner Mulcaire provided an overview of the 20-lot commercial subdivision in the Verde Commercial Planned Area Development.

Applicant Comments: Blake Carrol, Developer for Verde Commercial LLC, expressed his willingness to address any questions from Council.

Joe Link, Engineer representing Verde Commercial LLC, presented an overview of the proposed 20-lot subdivision and outlined future development plans. He also responded to Council's questions regarding drainage basins.

Mr. Carrol further detailed the long-term vision for the subdivision, which includes retail and restaurant uses along Highway 260 and I-17, as well as additional commercial opportunities.

Town Attorney Trish Stuhan, Acting Senior Planner Mulcaire, Mr. Link and Mr. Carrol responded to questions from Council.

Open Public Hearing: Mayor Moore opened the public hearing at 6:50 p.m. There were no speakers.

Close Public Hearing: Mayor Moore closed the public hearing at 6:50 p.m.
Council Discussion: No Discussion

On a **motion** made by Councilor Jessie Murdock, seconded by Vice Mayor Escoffier, the Council **moved** to approve Resolution 2025-1190 Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Final Plat FLP-25-0040, submitted by Joe Link, on behalf of the owner Verde Commercial, LLC., for the purpose of developing a 20-lot commercial subdivision, in the Verde Commercial Planned Area Development. The proposed project is generally located at 300 North Goswick Way on APN 403-22-035Q. Vice Mayor Escoffier noted that the Resolution, Section 1, Item C the APN number will be corrected and the Mayor's signature will be added to the final plant mylar for approvals.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

10. **Public Hearing:** Discussion, consideration, and possible approval of Resolution 2025-1191 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a Use Permit #2024-0484M to operate a surface mining operation for the extracting of existing earth material for sale for Assessor's Parcel numbers (APNs) 403-15-001L, 403-14-004E and 403-14-004C totaling 6.73 Acres with conditions. The parcels are generally located north-northeast of State Route 260 on North Aultman Parkway and west-southwest of Old State Highway 279. Staff Resource: Special Initiatives Manager Cliff Bryson.

Staff Comments: Special Initiatives Manager Cliff Bryson delivered an informational presentation on the applicants' three parcels related to a proposed surface mining operation. The presentation addressed the site's description and current use, the surrounding properties and neighborhood context, the timeline of the Use Permit process, opportunities for public participation, and the recommendations of both the Planning and Zoning Commission and staff.

Applicant Comments: Applicants Dan Phillips and Jenny Phillips spoke to the type of mining they are doing on the site.

Open Public Hearing: Mayor Moore opened the public hearing at 7:37 p.m. There were no speakers.

Close Public Hearing: Mayor Moore closed the public hearing at 7:37 p.m.

Council Discussion: The Council expressed concerns regarding the appropriate setbacks required for the applicants to conduct their operations, as well as

considerations related to geographic topography and the adequacy of financial assurances for reclamation.

Town Manager Fisher, Town Attorney Trish Stuhan and Special Initiatives Manager Bryson responded to questions and concerns from the Council.

Councilor Godwin left the meeting at 7:44 p.m. and returned at 7:46 p.m.

Town Manager Miranda Fisher read the proposed motion. On a **motion** made by Councilor Godwin, seconded by Councilor Murdock, the Council **moved to approve** Resolution 2025-1191, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Use Permit #2024-0484M to operate a surface mining operation for the extracting and quarrying of existing earth material for sale for Assessor's Parcel numbers (APNs) 403-15-001L, 403-14-004E and 403-14-004C, generally located north- northeast of State Route 260 on North Aultman Parkway and west-southwest of Old State Highway 279 with the conditions as outlined in Appendix A, which is the staff recommendation conditions, and with the amendment that the setbacks be 30 feet for all exterior property lines unless otherwise modified by the Town Manager based on operational considerations, and a \$5,000 surety bond as the financial assurance method.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

Mayor Moore recessed the meeting for a break at 7:53 p.m. and reconvened the meeting at 8:04 p.m.

11. Discussion, consideration and possible adoption of the Tourism Marketing Plan. Staff Resource: Economic Development Director Molly Davies.

Economic Development Director Davis presented an overview of the Town's efforts to develop a tourism marketing plan aimed at fostering sustainable tourism and supporting economic growth. Economic Development Director Davis then introduced Joe Klein, Jon Hatch, and McKenzie Oakley from Axis Culture Group.

Mr. Klein, Mr. Hatch, and Ms. Oakley provided an overview of the process and methodology used to develop the Tourism Marketing Plan presented to Council and expressed their appreciation to Town staff for their active participation in the focus group.

Economic Development Director Davis responded to questions from the Council.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Godwin, the Council **moved to adopt** the Tourism Marketing Plan.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

- 12. Discussion, consideration and possible approval to issue a Request for Proposals #25-215 for Tourism and Economic Development Marketing Professional Services.** Staff Resource: Economic Development Director Molly Davies.

Economic Development Director Davis stated the Town is seeking qualified firms to provide professional tourism and economic development marketing services. The Tourism Marketing Plan's first recommend action is the issuance of a Request for Proposal (RFP) to solicit professional marketing services which is a critical step in implementing the plan's strategies, building a comprehensive media library, and launching targeted campaigns that highlight Camp Verde's natural assets, historic resources, community events and unique character.

On a **motion** made by Councilor Murdock, seconded by Councilor Godwin, the Council **moved to approve** the issuance of a request for proposals (RFP) #25-215 for Tourism and Economic Development Marketing Professional Services.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

- 13. Discussion, consideration, and possible approval of Change Order 1 for the Dickison Circle Drainage Improvements Project to Mulcaire & Son Contracting in the amount of \$65,739.38.** Staff Resource: CIP Manager Martin Smith.

CIP Manager Smith provided an overview of the Dickison Circle Drainage Improvement Project that is currently under construction. Change Order No. One (1) is to authorize

the onsite construction of the junction structure, ensuring continuity and timely completion of the Dickinson Circle Drainage Improvements Project.

CIP Manager Smith responded to questions from the Council.

On a **motion** made by Councilor Murdock, seconded by Councilor Godwin, the Council **moved to approve** Change Order One (1) for the Dickison Circle Drainage Improvements Project to Mulcaire & Son Contracting in the amount of \$65,739.38.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

- 14. Discussion, consideration, and possible award of the FY26 Pavement Preservation Project to Cactus Asphalt for an amount not to exceed \$750,000.**
Staff Resource: CIP Manager Martin Smith.

CIP Manager Smith stated the Town will be partnering with Cactus Asphalt and utilizing a joint purchasing agreement. The work for FY26 will be a continuation of last year's to finish Area 5 and move into Area 6 of the Town's Master Chip Seal Program.

CIP Manager Smith responded to questions from the Council.

On a **motion** made by Councilor Murdock, seconded by Councilor Godwin, the Council **moved to award** Bid No. 25-216, FY26 Pavement Preservation Project to Cactus Asphalt for an amount not to exceed \$750,000.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

- 15. Discussion, consideration and possible adoption of the Town of Camp Verde Engineering Design Standards Manual.** Staff Resource: Town Manager Miranda

Fisher and Town Engineer Bruce Connolly.

Town Manager Fisher provided a brief summary of the process of developing the Engineering Design Standards manual and stated that the document presented to Council is a strong and comprehensive resource. Town Manager Fisher recommended adoption of the Engineering Design Standard Manual.

Town Engineer Connolly provided an overview of the changes made and highlights of discussions around manholes, rural local road standards, first flush, and retention and detention.

Public Comment:

Bill Feldmeier expressed his concern with small lot subdivisions and large lot subdivisions requirements for curb gutters and sidewalks. Mr. Feldmeier stated that his preference would be to require curb gutters and sidewalks only for small-lot subdivisions, and not for large-lot subdivisions.

Town Manager Fisher, Town Engineer Connolly and Utilities Director Low addressed questions and concerns from the Council regarding rural local road standards, curb gutters and sidewalks, manholes, and retention and detention, and first flush requirements.

On a **motion** made by Councilor Godwin, seconded by Vice Mayor Escoffier, the Council **moved to adopt** the Town of Camp Verde Engineering Design Standards and Standard Manual as presented.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

16. Adjournment

Mayor Moore adjourned the meeting at 9:49 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 September 3, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25 day of September, 2025.
Leah Rhodes
Leah Rhodes, Town Clerk