



**MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 8, 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, Vice Mayor Wendy Escoffier and Mayor Marie Moore.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan (participated remotely), and Town Clerk Leah Rhodes.

Mayor Marie Moore recessed the meeting for a break at 6:01 p.m. and resumed the meeting at 6:07 p.m.

3. Pledge of Allegiance

Councilor Seybold 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) Work Session – September 11, 2025 at 5:00 p.m.
- 2) Special Session (Public Portion) – September 24, 2025 at 5:00 p.m.
- 3) Special Session – September 24, 2025 at 6:00 p.m.

b) Set Next Meeting, Date and Time:

- 1) Regular Session – October 15, 2025 at 6:00 p.m. – Cancelled
- 2) Work Session – November 3, 2025 at 5:00 p.m.
- 3) Work Session – November 5, 2025 at 5:00 p.m.
- 4) Regular Session – November 5, 2025 at 6:00 p.m.
- 5) Special Session – November 6, 2025 at 5:00 p.m.

6) Regular Session – November 19, 2025 at 6:00 p.m.

- c) **Approval of budget adjustment BAFY26-04 allowing staff to utilize up to \$50,000 of grant reimbursements from the Northern Arizona Good Jobs Network Phase Three grant through Local First Arizona as assigned funds for workforce, business, tourism, and economic development expenses as listed in the budget adjustment within the Restricted Use Fund. Staff Resource: Economic Development Director Molly Davies.**

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Seybold, the Council **moved to approve** the consent agenda, noting changes to the September 24, 2025 Special Session meeting minutes as requested by Vice Mayor Escoffier.

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))

There were no requests to speak.

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 and upcoming events.

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

- **Proclamation declaring the month of October 2025 as Domestic Violence Awareness Month.** Staff Resource: Town Clerk Leah Rhodes.

Mayor Marie Moore proclaimed the month of October 2025 as Domestic Violence Awareness Month and presented the proclamation to Verde Valley Sanctuary Board Secretary Holly Hulen.

- **Proclamation declaring the month of October 2025 as Fort Verde State Historic Park Month.** Staff Resource: Town Clerk Leah Rhodes.

Mayor Marie Moore proclaimed the month of October 2025 as Fort Verde State Historic Park Month and presented the proclamation to Park Manager Jennifer Steffan.

- **Proclamation declaring October 13, 2025 as the United States Navy's 250th Birthday.** Staff Resource: Town Clerk Leah Rhodes.

Mayor Marie Moore proclaimed October 13, 2025 as the United States Navy's 250th Birthday.

- **Presentation on retail recruitment efforts by Retail Coach, LLC.** Staff Resource: Economic Development Specialist Dave Meyers.

Economic Development Specialist Dave Meyers introduced National Project Director for Retail Coach, LLC, Aaron Farmer.

Mr. Farmer provided a comprehensive overview of the retail recruitment strategy conducted by The Retail Coach, LLC over the past four months. The presentation included an analysis of the Town's current retail market conditions and trade area, as well as an assessment of retail demand and development opportunities. Mr. Farmer also discussed strategies for marketing and branding as well as a retail recruitment update.

Mr. Farmer responded to questions from the Council.

- **Presentation of the draft 2026 General Plan.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated she was thrilled to bring the final draft of the 2026 General Plan that was compiled together by Town Staff, Commission Members, Council Members and Community Members.

Town Manager Fisher provided an overview of the timeline for Council and community input, outlined key dates for receiving feedback, and reviewed upcoming Town Council meeting dates for comments and consideration of the General Plan's final draft.

8. **Discussion, consideration, and possible action to approve staff to submit a Water Supply Development Revolving Fund Application to the Water Infrastructure Finance Authority of Arizona in an amount of \$2,050,000 in partnership with the Friends of the Verde River for the Bradshaw Haven Project.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated that the Town and Mr. Bradshaw are seeking to partner with Friends of the Verde River on a WIFA Water Supply Development Revolving Fund Loan. Town Manager Fisher stated since these loans are only available to municipalities, the Town is seeking to serve as a fiscal sponsor, and Friends of the Verde River will manage the grant loan. If the loan is approved, the Town would enter into a Memorandum of Understanding with Friends of the Verde River and John Bradshaw outlining roles and responsibilities specific to the loan.

Isaac Dudley, Friends of the Verde River, spoke on the collaborative efforts that Friends of the Verde River have been working with the Bradshaw Haven Project.

Town Manager Fisher responded to questions from the Council.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Murdock, the Council **moved to approve** staff to submit a Water Supply Development Revolving Fund Application to the Water Infrastructure Finance Authority of Arizona in the amount of \$2,050,000 for the Bradshaw Haven Project.

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. **Discussion, consideration, and possible approval of awarding the Request for Proposal #2025 – 213 for a Development Impact Fee Study to Willdan Financial Services, with a contract amount not to exceed \$100,000.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated that Request for Proposals for the Development Impact Fee Study were due on September 4, 2025, Town staff reviewed and scored the

proposals and are recommending Willdan Financial Services as the firm the Town would contract with.

Willdan Financial Services Principal Consultant Kevin Burnett introduced himself and stated he would be the leading consultant for the Development Impact Fee Study with the Town

Town Manager Fisher responded to questions from the Council.

On a **motion** made by Councilor Foreman, seconded by Vice Mayor Escoffier, the Council **moved to approve** awarding the Request for Proposal #2025 – 213 for a Development Impact Fee Study to Willdan Financial Services, with a contract amount not to exceed \$100,000.

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.

Discussion, consideration and possible approval for the Town Finance Director to make changes to the Town's Finance Operations Guide, per the attached updated document. Staff Resource: Finance Director Michael Showers and Town Manager Miranda Fisher.

Finance Director Showers highlighted the additional language, omissions and changes that were included in the redline version of the Town's Finance Operations Guide.

Town Manager Fisher, Finance Director Michael Showers responded to questions and concerns from Council as well as the list of questions submitted by Vice Mayor Escoffier in advance of the meeting.

Councilor Godwin left the meeting at 8:24 p.m. and returned at 8:29 p.m.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Godwin, the Council **moved to approve** the Finance Director to make changes to the Town's Finance Operations Guide with the following two additional changes in the investment policy: Change that there will be a presentation of the investment policy at the time in which the fiscal year budget is reviewed with Council and the uniform allowance change that will state that the budgeted amount for the uniform will be incorporated into annual fiscal year budgets in their respective departments.

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 8:37 p.m. and reconvened the meeting at 8:46 p.m.

Mayor Moore recessed the Special Session at 8:47 p.m. to go into Executive Session for Item 10.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Foreman, the Council **moved** to convene into Executive Session.

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.

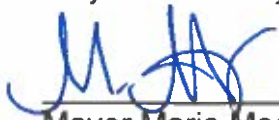
10. **An executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body. The purpose of the executive session is to consider a complaint against Town Manager Miranda Fisher. Resource: Town Attorney Trish Stuhan.**

Mayor Moore reconvened the Special Session at 9:57 p.m.

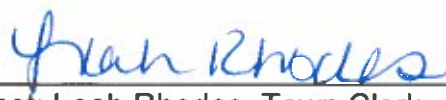
Mayor Moore stated no direction was given on Item 10.

11. **Adjournment**

Mayor Moore adjourned the meeting at 9:58 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 October 8, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 6 day of November, 2025.

Leah Rhodes
Leah Rhodes, Town Clerk