



**MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION (PUBLIC PORTION)
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, DECEMBER 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, Vice Mayor Wendy Escoffier and Mayor Marie Moore.

Also Present

Town Manager Miranda Fisher, Town Attorney Jon Paladini, Town Clerk Leah Rhodes, and Acting Senior Planner Cory Mulcaire.

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 – November 12, 2025 at 5:00 p.m.

b) Set Next Meeting, Date and Time:

- 1) Joint Work Session with the Planning & Zoning Commission – December 11, 2025 at 6:00 p.m.
- 2) Regular Session – December 17, 2025 at 6:00 p.m.
- 3) Regular Session – January 7, 2026 at 6:00 p.m.

c) Consideration and possible approval for the Town Finance Director to make employee transfer budget adjustments on the attached document labeled BAFY26-05 for the FY26 budget year. Staff Resource: Finance Director Micheal Showers.

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

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 Comment:

Melinda Jessop stated she will submit an amended claim to the Town Clerk related to 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 and past events.

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

- **Update on services supporting individuals experiencing homelessness in Camp Verde.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Miranda Fisher presented a six-month update on the Town's partnership with the Verde Valley Homeless Coalition.

Rhonda Bishop, Executive Director with the Verde Valley Homeless Coalition, provided information regarding the number of individuals utilizing their services each month.

Acting Town Marshal Daniel Jacobs reported on the Marshal's Office statistics, noting a decrease in homeless-related encounters in Camp Verde.

Town Manager Fisher and Rhonda Bishop responded to questions from the Council.

8. **Public Hearing:** Discussion, consideration and possible approval of Ordinance 2025-A507, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to amend the Planning and Zoning Ordinance Section 5 – Subdivision Ordinance effective January 1, 2026, codifying the administrative review approvals required under House Bill 2447. Staff Resource: Acting Senior Planner Cory Mulcaire.

Staff Comments: Acting Senior Planner Cory Mulcaire discussed the requirements of House Bill 2447 and requested a super majority vote to meet the required effective date of January 1, 2026.

Open Public Hearing: Mayor Moore opened the public hearing at 6:23 p.m. and there were no speakers.

Close Public Hearing: Mayor Moore closed the public hearing at 6:23 p.m.

Council Discussion: There was no Council Discussion.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Murdock, the Council **moved to approve** Ordinance 2025-A507, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to amend the Planning and Zoning Ordinance Section 5 – Subdivision Ordinance effective January 1, 2026, codifying the administrative review approval required under House Bill 2447.

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 action to terminate the Rodeo grounds Lease Agreement between the Town of Camp Verde and the Camp Arena Association and provide a date of surrender for the Premises should the parties desire to extend the date provided in the previous Notice of Intent to Terminate.**
Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher provided an overview of the timeline of events regarding the Town's efforts to work collaboratively with the Camp Verde Arena Association (CVAA) to negotiate mutually agreeable revisions to CVAA's lease agreement.

Town Manager Fisher noted that the Town Council had initially requested an update in early November; however, the Town had not received a response from CVAA's legal counsel and subsequently engaged senior leadership to reestablish momentum in discussing the amended lease agreement previously provided to CVAA.

Town Manager Fisher stated that on November 5, 2025, the Council gave CVAA until December 3, 2025, to decide to either adopt an amended lease or to proceed with the formal termination if no agreement was reached. Additionally, on November 10, 2025, the Town Council engaged in an Executive Session where some minor adjustments were made to the lease, including some permitting clarifications, and language about adhering to financial best operating practices. The final amended lease was provided to CVAA on November 11, 2025. Town Manager Fisher further noted that on November 13, 2025, CVAA's Board voted to reject the proposed lease amendment, and the Town was notified that same evening.

Town Manager Fisher stated that the Council was now being asked to consider taking final action to formalize and authorize issuance of a lease termination notice, with an effective date of January 31, 2026.

The following community members spoke in favor of CVAA:

Bob Weir, Robert Barker, Daria Weir, Heather Weiker, Mary Phelps, Jessica Oium, Tonya Wiertzema, and Tammy Smith.

The Mayor and Council posed questions to Town Manager Fisher and Town Attorney Paladini regarding the need to update the lease agreement, revenue-sharing provisions, financial accountability, the gift clause, and the existence of an asset list.

Mayor Moore requested Town Manager Fisher add to the December 17, 2025 agenda, a continuation of discussion of negotiations with the Camp Verde Arena Association.

Town Manager Fisher and Town Attorney Paladini responded to questions and concerns from the Council.

Mayor Moore invited Mary Phelps, President of CVAA, to address the requested extension date. President Phelps requested that the Council consider extending the current lease through March 31, 2026.

With the requested lease extension, Council expressed desire to see that the Town staff and CVAA work with any vendors seeking to hold events between now and the end of March to ensure the continuation of good partnerships with those vendors.

On a **motion** made by Councilor Godwin, seconded by Councilor Seybold, the council **moved to approve** termination of the rodeo grounds lease agreement between the Town of Camp Verde and the Camp Verde Arena Association, setting an effective termination date of March 31, 2026, and authorizing the Mayor to execute the formal termination letter on the Town's behalf.

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 7:55 p.m. and reconvened the meeting at 8:04 p.m.

10. Discussion, consideration and approval for Request for Qualification #2025-224 for the Town of Camp Verde Equestrian Center Operations and Management. Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated that it was her recommendation to release a Request for Qualification (RFQ) instead of a Request for Proposal (RFP) due to the fact that an RFQ is to solicit qualified, experienced entities to assume full responsibility for the management, operation and promotion of the Camp Verde equestrian center. Additionally, Town Manager Fisher provided an overview of the RFQ process and deadline for submittal of January 5, 2026.

The Mayor and Council provided Town Manager Fisher with their recommendations to add to the RFQ within the scope of work, and fiscal management reporting and transparency and inventory of items.

The Mayor and Council recommended changing the deadline for submittal of the RFQ to February 2, 2026 as well as additional verbiage they would like to see added to the RFQ.

Town Manager Fisher responded to questions from the Council

Public Comment:

Cheri Wischmeyer recommended that examples be listed in the RFQ and that the Town should not be the holder of the Use Permit and the vendor should hold the Use Permit.

Town Manager Fisher read the proposed amendments to be added to the RFQ requested

by Town Council:

1. The due date will be amended to February 2, 2026
2. An amendment to the pre-submittal meeting date based on Town staff availability.
3. Additional language under the pre-submittal section that a walkthrough may be available with coordination with CVAA.
4. Additional language in the background section adding a list of the inventory items that are remaining on-site that are fixed assets.
5. In the scope of work under the Event Programming, Scheduling & Activities and Activities where it states reasonable compatible non equestrian uses, motorsports will be added to the list of examples in the Financial Management and Report and Transparency Section, an added notion of the audited financials being required as well as a statement about maintaining financial records with the generally accepted accounting principles to ensure accuracy, consistency, transparency and reporting.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Seybold, the Council **moved to approve** the issuance of RFQ 25-224 for the Camp Verde Equestrian Center Operations and Management and authorized staff to proceed with the solicitation process with the amendments stated by Town Manager Fisher.

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.

11. **Discussion, consideration, and possible appointment of Council Members to the Yavapai County Water Resources and Open Space Committee, and possible reconsideration of existing Council-Committee appointments.** Staff Resource: Town Manager Miranda Fisher.

Mayor Moore and Town Manager Miranda Fisher spoke on the need to appoint two Council Members to represent the Town of Camp Verde on the Yavapai County Water Resource and Open Space Committee.

Town Manager Fisher recommended Vice Mayor Escoffier and Councilor Seybold to serve on the committee since they already are representatives of other water liaison groups.

The Town Council agreed to appoint the primary representative to the Yavapai County Water Resource and Open Space Committee as Councilor Seybold, and the secondary as Vice Mayor Escoffier. Town Council also amended the Verde Natural Resources Conservation District liaisons to be Councilor Seybold as the primary and Vice Mayor Escoffier as the secondary.

Councilor Seybold and Vice Mayor Escoffier accepted their nominations to serve on the committees.

Mayor Moore read Agenda Items 12 and 13.

A **motion** was made by Councilor Foreman to go into Executive Session for Items 12 and 13. Councilor Godwin seconded the motion.

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. **An executive session pursuant to A.R.S. § 34-431.03(A)(3) and (A)(4) for discussion or consultation for legal advice and to consider its position and instruct the Town Attorney regarding the Town's position in contract negotiations. The purpose of the executive session is to discuss an intergovernmental agreement between the Town and the Camp Verde Unified School District regarding renovation and use of the swimming pool. Staff Resource: Town Manager Miranda Fisher.**
13. **An executive session pursuant to A.R.S § 34-431.03(A)(3), (A)(4), and (A)(7) for discussion or consultation with the Town Attorney for legal advice, and possible instruction to the Town Attorney regarding the Town-owned property located at 50 E Toy Rd. Staff Resource: Town Manager Miranda Fisher.**

Mayor Moore reconvened the Regular Session at 9:26pm.

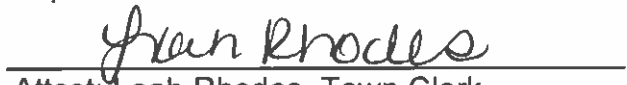
Mayor Moore stated direction was given to staff for Items 12 and 13.

14. **Adjournment**

Mayor Moore adjourned the meeting at 9:26 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 December 3, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 18 day of December, 2025.


Leah Rhodes, Town Clerk