



**MINUTES
SPECIAL SESSION (PUBLIC PORTION)
TOWN OF CAMP VERDE
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
THURSDAY, MAY 14, 2025 at 5:00 PM.**

1. Call to Order

Mayor Moore called the meeting to order at 5:00 p.m.

2. Roll Call

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

Also Present

Town Manager Miranda Fisher, Utilities Director Jeff Low, Finance Director Michael Showers and Town Clerk Leah Rhodes.

3. Pledge of Allegiance

Councilor Murdock led the Pledge.

4. Discussion, consideration, and possible direction regarding contracting with Sustainability Partners for funding Capital Improvement Projects. Staff Resource: Town Manager Miranda Fisher, Finance Director Michael Showers and Utilities Director Jeff Low.

Town Manager Fisher stated Town staff have been in ongoing discussions with Sustainability Partners, LLC for over a year, exploring opportunities for their organization to assist with funding potential Capital Improvement Projects like Watermain Replacement and the Black Bridge Sewer Main Extension.

Andrew Myers and Joe Yuhas of Sustainability Partners, LLC delivered a presentation outlining the organization's philosophy, funding model, procurement process, and demonstrated outcomes with other entities. Mr. Myers, along with Town Attorney Stuhan, also presented examples illustrating their approach to infrastructure funding and the concept of infrastructure as a service.

Attorney Stuhan and Utilities Director Low provided an overview of the process of moving forward with Sustainability Partners, LLC. Finance Director Showers provided a summary of the financial benefits partnering with Sustainability Partners.

Mr. Myers, Mr. Yuhas, Town Manager Fisher, Town Attorney Stuhan, Finance Director Showers and Utilities Director Low responded to questions from the Council.

The Mayor and Council provided direction to the Town Manager to move forward to the next step with Sustainability Partners, LLC.

Mayor Moore recessed the meeting for a break at 5:55 p.m. and resumed the meeting at 6:03 p.m.

5. **Discussion, consideration, and possible approval of Resolution 2025-1181, approving the refinancing of the \$1,200,000 Water Infrastructure Finance Authority (WIFA) of Arizona loan 710191-21 for the design and engineering of the sewer system along State Route 260 and entering into a new loan agreement with payment over an approximately 15-year period to refinance this debt obligation.** Staff Resource: Finance Director Michael Showers and Utilities Director Jeff Low.

Town Manager Fisher and Attorney Stuhan stated the Resolution will need to be amended as the terms had changed and amendments will be stated in the minutes.

Finance Director Showers stated staff would like to extend the agreement for three years and nine months, and refinance the engineering loan with additional design costs.

Town Manager Fisher, Town Attorney Stuhan, Utilities Director Low responded to questions from the Council.

The recommended motion was read by Town Manager Fisher to approve a 9-month extension for WIFA loan 710191-21 to allow for the refinancing of the loan with additional design costs and authorization for the Town Manager and Finance Director to take all actions necessary to approve the extension and amend Resolution 2025-1181 accordingly.

A **motion** was made by Councilor Murdock, and Councilor Godwin seconded the motion.

Roll Call Vote:

Mayor Moore: aye

Councilor Bolton: aye

Vice Mayor Escoffier: aye

Councilor Foreman: aye

Councilor Godwin: aye

Councilor: Murdock: aye

Motion Carried

6. **Discussion, consideration and possible direction regarding a potential increase to the bed tax.** Staff Resource: Town Manager Miranda Fisher and Finance Director Michael Showers.

Town Manager Fisher stated at the April 23, 2025 Council meeting, staff reviewed with Council how the Town could increase the Hotel/Motel Tax (also known as a bed tax). Town Manager Fisher noted that any increase to bed tax for the Town of Camp Verde can be approved via an adopted Ordinance. Town Manager Fisher provided an overview the Camp Verde's current tax rates, projected revenue with increasing the amount, revenue limitations and the next steps.

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

The Mayor and Council directed Town Manager Fisher to have staff draft an ordinance to increase the bed tax to a total of 8 percent, to be presented to the Council for approval.

7. Discussion, consideration and possible direction regarding budgeting in FY26 CIP for an impact fee study. Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated Council directed staff to release a Request for Proposals (RFP) for a development impact fee study. Town Manager Fisher reported that, due to timing constraints associated with the upcoming tentative budget deadline, there was insufficient time to issue a full Request for Proposals (RFP) and receive submissions. As an alternative, staff obtained preliminary bids from qualified firms to support budget planning.

Town Manager Fisher presented the cost estimates received from TischlerBise, Inc. and Willdan, along with an overview of development impact fees in neighboring jurisdictions and the history of such fees in Camp Verde. Additionally, an outline of the next steps was provided should the Council decide to pursue the development impact fee.

The Mayor and Council provided direction to Town Manager Fisher to budget \$100,000 in the FY26 CIP for an impact fee study and to move forward with an RFP.

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

8. 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.

9. 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 abatement of public nuisances. Staff Resource: Town Manager Miranda Fisher.

10. **An executive session pursuant to A.R.S. § 38-431.03(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.**
11. **An executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) for discussion or consultation with the Town Attorney for legal advice and to consider its position and instruct the Town Attorney regarding the Town's position regarding a contract with Camp Verde Arena Association. Staff Resource: Town Manager Miranda Fisher.**
12. **An executive session pursuant to A.R.S. § 38-431.03(A)(1) and (A)(4) to discuss appointment of a Town Attorney and consider its position regarding contract negotiations for Town Attorney services. Staff Resource: Town Manager Miranda Fisher.**

Mayor Moore read Agenda Items 8, 9, 10, 11, and 12.

A **motion** was made by Councilor Godwin to go into Executive Session for Items No. 8, 9, 10, 11, and 12. Vice Mayor Escoffier seconded the motion.

Roll Call Vote:

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

Motion Carried

The Council returned back to the Special Session at 8:53 pm.

Mayor Moore stated that no direction was provided regarding Items 8 and 10, while direction was given to Town Manager Fisher concerning Items 9, 11, and 12.

Mayor Moore adjourned the Special Session at 8:54 p.m.



Mayor Marie Moore



Attest: Town Clerk Leah Rhodes

CERTIFICATION

I, Town Clerk Leah Rhodes, hereby certify that the foregoing Minutes are a true and accurate accounting of the discussions 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 May 14, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 5 day of June 2025



Town Clerk Leah Rhodes