



Town of Camp Verde Vision Statement

"Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life."

**AGENDA
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MAY 28, 2025 at 5:00 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/89116538258?pwd=Xn89RQsTnK2k0ar5oaAq8txj7H5gfu.1>

one Tap Mobile: 1-253-215-8782 or 1-346-248-7799

Meeting ID: 891 1653 8258

Passcode: 971577

Note: Council member(s) may attend Council Sessions either in person, by telephone, or internet/video conferencing.

- 1. Call to Order**
- 2. Roll Call.** Council Members Brian Bolton, Robert Foreman, Robin Godwin, Jessie Murdock, Vice Mayor Wendy Escoffier and Mayor Marie Moore.
- 3. Pledge of Allegiance**
- 4. Discussion, consideration, and possible award of bid for the Dickison Circle Drainage Improvements Project culvert materials to Pacific Corrugated Pipe Company in the amount of \$254,509.48.** Staff Resource: CIP Project Manager Martin Smith. Pg. 3
- 5. Discussion, consideration, and possible approval of Resolution 2025-1182 accepting a permanent public water utility easement and a temporary construction easement for parcel 403-23-430B and 403-23-425B located within Verde Ranch Estates, Camp Verde, Arizona 86322, for the purpose of construction of the Sycamore Villas 12-inch water main extension project.** Staff Resource: Utilities Director Jeff Low. Pg. 11
- 6. Discussion, consideration and possible appointment of one (1) applicant to the Planning and Zoning Commission with a term ending January 1, 2027.** Staff Resource: Town Manager Miranda Fisher. Pg. 31
- 7. Discussion, consideration and possible appointment of one (1) applicant to the Parks and Recreation Commission with a term ending January 1, 2026.** Staff Resource: Town Manager Miranda Fisher. Pg. 53

8. **Discussion about the impact of and resources available to address homelessness in Camp Verde.** Staff Resource: Town Manager Miranda Fisher. Pg. 65
9. **Status update on agenda items discussed by Town Council in Q1 2025.** Staff Resource: Town Manager Miranda Fisher. Pg. 67
10. **An executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration regarding the employment of the Town Manager. Discussion to include annual performance evaluation of Miranda Fisher.** Staff Resource: Town Manager Miranda Fisher.
11. **Adjournment**

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 05-22-2025 at 5:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Leah Rhodes

Leah Rhodes, Town Clerk



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

MEETING DATE: May 28, 2025

AGENDA ITEM TYPE:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

REQUESTING DEPARTMENT: Public Works **STAFF RESOURCE:** Martin Smith, CIP Project Manager

AGENDA TITLE: Discussion, consideration, and possible award of bid for the Dickison Circle Drainage Improvements Project culvert materials to Pacific Corrugated Pipe Company in the amount of \$254,509.48.

ATTACHED DOCUMENTS:

- Materials quotes from Pacific Corrugated Pipe Company, Contech Engineered Solutions, and Ferguson Waterworks.

ESTIMATED PRESENTATION TIME: 5 minutes **ESTIMATED DISCUSSION TIME:** 5 minutes

REVIEWED BY:

- | | | | | |
|--|---|--|---|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☒ Finance | ☐ Other: |
|--|---|--|---|---------------------------------|

FINANCIAL REVIEW (if applicable):

- Funding Source: Arizona Commerce Grant (31-490-20-804012) & Wastewater Funds (31-490-20-80412)
- Approved in the FY25 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

BACKGROUND INFORMATION:

In 2017, the Arizona Department of Transportation (ADOT) installed a box culvert under Highway 260 to manage stormwater drainage from west to east. At the culvert's eastern outlet, gabion baskets were used to redirect the stormwater northward. However, erosion beneath these gabion baskets has developed over time, allowing stormwater to bypass the intended path and flow directly eastward. This uncontrolled flow is causing ongoing erosion, which now threatens nearby infrastructure.

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.

This erosion repair project, located at Dickison Circle, is being funded by an Arizona Commerce Grant with match funding coming from the Town's Wastewater Department budget.

CONNECTION TO THE FY25-FY30 STRATEGIC PLAN

This project complies with the Community Infrastructure section described in the Strategic Plan.



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

QUESTION(S) BEFORE THE COUNCIL:

- Does the Council have questions regarding the project or process utilized to solicit bids?

MOTION:

Move to award the bid for the Dickison Circle Drainage Improvements Project culvert materials to Pacific Corrugated Pipe Company in the amount of \$254,509.48.



**PACIFIC CORRUGATED
PIPE COMPANY, LLC®**

SALES QUOTE

SQ2503092

Page: 1

Sales Quote Date: 4/30/2025
Expiration Date 5/30/2025

CSP HDPE SRP + Accessories

Project Name DICKISON CIRCLE UTILITY
IMPROV
Bid Date 4/30/2025

SalesPerson Mark O'Connor
Quote Contact REBECCA TROELL

Contract No.

Customer No. C30445

Ship Via Flatbed

Sold

To: CAMP VERDE, TOWN OF
STREET DEPARTMENT
RICK TACKITT
Ph: 928-567-6631

Fax:

Ship

To: CAMP VERDE, TOWN OF
CAMP VERDE

	Description	Quantity	Length	Unit	Unit Price	Total Price
01	117" x79" Alzd CSPA 12ga 5x1	735	01LF	Each	304.45	223,768.18
02	117" x79" Alzd Reroll Band w/Gasket	31		Each	297.10	9,210.19
03	36" Alzd CSP 16ga 1-3' RISER EXT	3	01LF	Each	53.73	161.20
04	36 Tee Labor Only	1		Each	218.24	218.24
06	30" Frame & Grate	1		Each	525.82	525.82
07	24" Alzd CSP 16ga 1-1' STUB	1	01LF	Each	36.52	36.52
08	24 Tee Labor Only	1		Each	146.41	146.41
09	24" Alzd Flat Band w/Gasket	1		Each	72.80	72.80

Subtotal: 234,139.36
Invoice 0.00
Total Sales Tax: 20,370.12

Total: 254,509.48

Proposal Accepted By:

Signature (Prepared by)

Signature

Date

3307 W Highway 84
arizona@pcpipe.com

Casa Grande

PCP - Casa Grande

AZ 85193

Ph: 800.822.1770 Fax: 520.426.3988

Buyer hereby acknowledges and agrees that:

(1) Seller's Terms and Conditions of Sale are located at https://pcpipe.com/wp-content/uploads/2019/07/Terms_and_Conditions.html, and are expressly incorporated herein by reference; (2) all of the goods sold pursuant to this Sales Quote are exclusively subject to Seller's Terms and Conditions of Sale, together with any Terms and Conditions of Sale in Buyer's Credit Application and Master Sales Agreement; and (3) Buyer agrees that any and all terms or conditions at variance with, different from or in addition to Seller's Terms and Conditions of Sale do not apply whatsoever to the goods sold pursuant to this Sales Quote or any other sale by Seller to Buyer.

The steel and plastic industries have put their customers on allocation which is limiting the amount of material we are all receiving. These unprecedented limitations can cause extended lead times in our production. So, it is important that you contact your local sales representative for our estimated lead time and finalized pricing prior to submitting your purchase order.

Quote # QUO-790806-F3H3Z3					
Date	5/13/2025	Account Name	Town of Camp Verde	Reply-To	
Quote #	QUO-790806-F3H3Z3	Contact Name	Rick Tackitt	Contech Rep.	Blake McDonald
Revision #	1	Phone	(928) 554-0824	Address	12550 West Butler Drive, El Mirage, AZ, 85335
Project Name	Dickison Circle Utility Improvement Project	Fax	(928) 567-1540	Phone	480-673-4370
Project #	851695	Email	rick.tackitt@campverde.az.gov	Fax	
Project City/State	Camp Verde, AZ			Email	Blake.McDonald@ContechES.com

Contech's offer to sell the products described in this quotation is expressly conditioned upon Buyer's assent to the Contech Conditions of Sale ("Contech COS") included herewith and/or viewable at www.conteches.com/cos. A valid tax exemption certificate must be issued to Contech or sales tax will be added.

Item #	Description	Pieces	Quantity	Extended Unit Price	Unit	Unit Total
	H/C ARCH 5X1 ALT2 LS 12G 117x79IN - Length : 735	1.00	735.00	\$380.00	FT	\$279,300.00
	CSP BD 10-C MOD Arch AL T2 14GA 102" 3PC - Notes for Quote : w/Flat Gaskets	36.00	36.00	\$490.59	EA	\$17,661.24
	H/C PIPE 2 2/3x1/2 AL T2 LS 16GA 36" - Length : 6	1.00	6.00	\$74.48	FT	\$446.88
	72" CMP Riser Cap w/ 30" F&C	1.00	1.00	\$2,495.00	EA	\$2,495.00
	HC PIPE 2 2/3x1/2 AL T2 LS 16GA 24" - Length : 8	1.00	8.00	\$50.75	FT	\$406.00
	CSP BD 12"HUGGER AL T2 16GA 24" 1PC - Notes for Quote : w/O-ring gaskets	2.00	2.00	\$121.75	EA	\$243.50
	CES SERVICES-CMP - Notes for Quote : Freight is @ 19 trucks @ 2,500 EA	1.00	1.00	\$0.00	EA	\$0.00
					Total	\$300,552.62
					Freight	\$47,500.00
(Tax not included)					Net Total	\$348,052.62

Standard Notes

- 1.Construction loadings typically exceed the intended post-construction live load used for design. Contact your Contech representative for specific guidelines and limitations based on the construction live loads anticipated.
- 2.Flexible structures of the type on this project are reliant on the type of structural backfill used, the compaction of that material and the balanced placement of structural backfill. Contact your Contech representative for specific information.
- 3.Prices are based on standardized loading to achieve full truckloads. If special loading requirements are needed additional freight charges will be added.
- 4.Quotation is based upon estimated (not guaranteed) quantities. Buyer must verify final quantities needed prior to commencement of work by Contech. If Buyer elects to purchase from Seller only a portion of the material quoted, Seller retains the right to adjust its prices.
- 5.The estimated manufacturing lead time for this material is x weeks from the receipt of approved submittal documents.
- 6.This quotation expires 15 days from the date shown. Prices are firm for shipment within 45 days of the date of quotation and are subject to a maximum escalation of 8% for each 30 days thereafter.

Scope Of Work

Hel-Cor Pipe

Corrugated Metal Pipe (Hel-Cor Pipe) will be provided in standard lengths. Special lengths may be provided at an additional charge and are subject to manufacturing tolerances and shipping limitations. Prices quoted are based on nesting diameters whenever possible. If un-nested loads are required additional freight charges will be added.

Hel-Cor Pipe Arch

Corrugated Metal Pipe (Hel-Cor Pipe Arch) will be provided in standard lengths. Special lengths may be provided at an additional charge and are subject to manufacturing tolerances and shipping limitations. Prices quoted are based on nesting diameters whenever possible. If un-nested loads are required additional freight charges will be added.

Quote # QUO-790806-F3H3Z3			
PAYMENT TERMS ARE 1/2%-10, NET 30 DAYS FROM DATE OF INVOICE UNLESS MATERIAL IS OTHERWISE NOTED AS NON-STANDARD ABOVE. IF NON-STANDARD, PAYMENT TERMS ARE 1/3 AT ORDER ACCEPTANCE AND PRIOR TO START OF PRODUCTION, 2/3 NET 30 DAYS FROM DATE OF INVOICE. THIS OFFER IS SUBJECT TO CREDIT APPROVAL. PRICES QUOTED APPLY ONLY TO THE REFERENCED PROJECT AND ARE IN EFFECT FOR 30 DAYS FROM THE DATE OF QUOTATION. SELLER RESERVES THE RIGHT TO ADJUST PRICES AFTER 30 DAYS FROM THE DATE OF QUOTATION BUT THE CONTECH COS REMAIN APPLICABLE. PRICES ARE BASED ON ESTIMATED QUANTITIES SHOWN. IF A DIFFERENT QUANTITY IS PURCHASED, CONTECH RESERVES THE RIGHT TO ADJUST THE PRICES. THIS QUOTATION CONTAINS THE ENTIRE AGREEMENT WITH RESPECT TO PURCHASE AND SALE OF PRODUCTS DESCRIBED AND SUPERSEDES ALL PREVIOUS COMMUNICATIONS, BUYER'S SIGNATURE BELOW, DIRECTION TO MANUFACTURE, OR ACCEPTANCE OF DELIVERY OF GOODS DESCRIBED ABOVE, SHALL BE DEEMED AN ACCEPTANCE OF THE CONTECH COS. SELLER EXPRESSLY REJECTS ANY OTHER TERMS AND CONDITIONS. PRICES ARE F.O.B. ORIGIN WITH FREIGHT ALLOWED TO THE JOBSITE WITH UNLOADING BY OTHERS AT A TRUCK ACCESSIBLE LOCATION. THIS QUOTATION IS ISSUED BY CONTECH ENGINEERED SOLUTIONS LLC FOR ITSELF AND/OR ON BEHALF OF ONE OR MORE OF ITS SUBSIDIARIES.			
<u>Acceptance</u>		<u>Contech Engineered Solutions LLC.</u>	
WE HEREBY ORDER THE DESCRIBED MATERIAL SUBJECT TO ALL TERMS AND CONDITIONS OF THIS QUOTATION AND IN THE Contech COS INCLUDED HERewith AND VIEWABLE AT www.conteches.com/cos		By	Blake McDonald
Company		(O)	480-673-4370
By		(F)	
Title		(Cell)	
Date		Title	

Quote # QUO-790806-F3H3Z3

Contech - CONDITIONS OF SALE

1. **ACCEPTANCE.** This quotation from Contech Engineered Solutions LLC ("Seller") is an offer to sell to the aforementioned customer ("Buyer"). BUYER'S RIGHT TO ACCEPT THIS OFFER IS LIMITED TO BUYER'S ASSENT TO THE CONDITIONS OF SALE PRINTED HEREON AND THE ATTACHED OR ACCOMPANYING QUOTATION, AND NO TERMS ADDITIONAL TO OR DIFFERENT FROM THOSE IN THIS OFFER ARE BINDING ON SELLER. THERE ARE NO UNDERSTANDINGS, TERMS, CONDITIONS OR WARRANTIES NOT FULLY EXPRESSED HEREIN. Buyer's signature to the quotation, direction to manufacture, or acceptance of delivery of the products described in this quotation, shall be deemed an acceptance of these Conditions of Sale. Seller may elect not to manufacture or deliver any product until Buyer returns a signed copy of this quotation.

2. **LIMITED WARRANTIES.** Seller warrants that it can convey good title to the products sold hereunder and that they are free of liens and encumbrances. Seller also warrants that the products sold hereunder are substantially free from defects in manufacturing and workmanship and shall conform to the specifications described in this quotation for a period of one (1) year from the date of delivery. This limited warranty does not apply to any products sold hereunder which have been modified or disassembled, that have been subjected to misuse, misapplication, neglect, alteration, accident or act of God, or that have been improperly installed, operated or maintained. THE FOREGOING WARRANTY IS IN LIEU OF AND EXCLUDES, AND SELLER HEREBY DISCLAIMS, AND BUYER HEREBY WAIVES, ALL OTHER WARRANTIES, WHETHER WRITTEN, VERBAL, EXPRESS OR IMPLIED, BY LAW OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE OR HABITABILITY.

3. **LIMITATION OF BUYER'S REMEDIES.** Buyer's exclusive remedy under Section 2 shall be limited to requiring Seller, at Seller's option, to repair or replace any defective or non-conforming products or allow credit for the defective or non-conforming products. Seller makes no warranty whatsoever with respect to accessories, goods, or parts furnished by Seller but not manufactured by Seller, which carry only the warranty, if any, in the applicable manufacturer's warranty (if any) to the extent permitted by the terms of such warranty between Seller and such manufacturer.

4. **LIMITATION OF LIABILITY.** Seller's total cumulative liability in any way arising from or pertaining to any product or service sold or required to be sold hereunder, whether based on contract, warranty, tort (including negligence) or other grounds, shall NOT exceed the purchase price paid by Buyer for such products or services. Neither Seller nor Buyer will be liable to the other, or any third party beneficiary, whether as a result of breach of contract, warranty, tort (including negligence and strict liability) or other grounds, for special, consequential, incidental, punitive (if allowed by law) or other indirect damages of any kind, including, but not limited to, loss of data, loss of profits or revenue, loss of use of the products furnished by Seller pursuant to this quotation or any associated product, cost of capital, cost of substitute products, facilities, services, downtime costs, or claims, or for liquidated damages (delay or otherwise) incurred by such party from any third party.

5. **FORCE MAJEURE.** In any event and in addition to all other limitations stated herein, Seller shall not be deemed to have failed to comply with any schedule for any delay in delivery or performance, which is caused by (i) any act of God, the performance of any government order, any order bearing priority rating or order placed under any allocation program (mandatory or voluntary) established pursuant to law, local labor shortage, fire, flood or other casualty, governmental regulation or requirement, shortage or failure of raw material, supply, fuel, power or transportation, breakdown of equipment, or any cause beyond Seller's reasonable control whether of similar or dissimilar nature to those above enumerated, or (ii) due to any strike, labor dispute, or difference with workers, regardless of whether or not Seller is capable of settling any such labor problem. In connection with any such delay, the agreed delivery date(s) or time for performance shall be extended for a period equal to the duration of the delay.

6. **PASSAGE OF TITLE AND RISK OF LOSS.** Title to the products sold hereunder and risk of loss shall pass upon delivery to the carrier at the point of shipment. Neither Buyer nor the consignee shall have the right to divert or reconsign such shipment to any destination other than specified in the bill of lading without permission of Seller. Unless otherwise agreed, Seller reserves the right to select the mode of transportation.

7. **PAYMENTS AND LATE CHARGES ON PAST DUE ACCOUNTS.** Buyer represents that Buyer is solvent and can and will pay for the products sold to Buyer in accordance with the terms hereof. If Buyer shall fail to comply with any provision or to make payments in accordance with the terms hereof or any other contract between Buyer and Seller, Seller may at its option defer shipments or, without waiving any other rights it may have, terminate this contract. All deliveries shall be subject to the approval of Seller's Credit Department. Seller reserves the right, before making any delivery, to require payment in cash or security for payment, and if Buyer fails to comply with such requirement, Seller may terminate this contract. A late charge of 1-1/2% monthly (18% annual rate) or the maximum allowed by state law, if less, will be imposed on all past due accounts, and Buyer is responsible for all costs of collection including, without limitation, reasonable attorneys' fees and court costs.

8. **TRANSPORTATION CHARGES.** Delivered prices or prices involving competitive transportation adjustments shall be subject to appropriate adjustment to reflect changes in transportation charges.

9. **CLAIMS BY BUYER.** Buyer shall thoroughly inspect products sold hereunder immediately upon receipt to verify conformance with the specifications hereof. Buyer must notify Seller of claims for failure or delay in delivery within 30 days after the scheduled delivery date. Buyer must notify Seller of any claims for nonconforming or defective products within 15 days after the nonconformity or defect was or should have been discovered. In addition, Seller must be given an opportunity to investigate the claim before Buyer modifies, removes or disposes of the product(s), or else Buyer's claim will be barred. Seller shall incur no liability for damage, shortages, or other cause alleged to have occurred or existed at or prior to delivery to the carrier unless the Buyer shall have entered full details thereof on its receipt to the carrier.

10. **MECHANICAL PROPERTIES; CHEMICAL ANALYSES.** Data referring to mechanical properties or chemical analysis are the result of tests performed on specimens obtained from specific locations of the product(s) in accordance with prescribed sampling procedures; any warranty thereof is limited to the values obtained at such locations and by such procedures. There is no warranty with respect to values of the products at other locations.

11. **PATENTS.** Seller shall indemnify Buyer against attorneys' fees and any damages or costs awarded against Buyer in the event any legal proceeding is brought against Buyer by a third person claiming the product(s) delivered hereunder in itself constitutes an infringement of any U.S. patent, provided Buyer gives Seller prompt notice of any such suit being brought, gives Seller the opportunity to defend any such suit, and cooperates with Seller with respect to any such defense; unless the product is made in accordance with material designs, or specifications required by Buyer, in which case Buyer shall similarly indemnify Seller.

12. **PERMISSIBLE VARIATIONS.** The products sold hereunder shall be subject to Seller's standard manufacturing and color variations, efflorescence, tolerances and classifications.

13. **TECHNICAL ASSISTANCE.** In no event shall Seller bear any responsibility for claims arising from technical advice or assistance provided to Buyer. Advice and assistance provided by Seller is for Buyer's guidance only, and Buyer agrees to rely solely on its own architects, engineers and other technical expert.

14. **TAXES.** No taxes imposed with respect of the sale of the products or services sold hereunder are included in any quotation by Seller. All applicable taxes shall be added and paid by Buyer in addition to the purchase price.

15. **BUYER'S RIGHT OF TERMINATION.** Buyer may terminate this contract in whole or in part upon notice in writing to Seller. Seller shall thereupon cease work and transfer to Buyer title to all completed and partially completed products and to any raw materials or supplies acquired by Seller especially for the purpose of performing this contract upon Buyer paying Seller the sum of the following:

- (1) the contract price for all products which have been completed prior to termination;
- (2) the cost to Seller of the material or work in process (including engineering work) as shown on the books of Seller in accordance with the accounting practice consistently maintained by Seller plus a reasonable profit thereon, but in no event more than the contract price;

(3) the cost f.o.b. Seller's plant of materials and supplies acquired especially for the purpose of performing this contract; and
(4) reasonable cancellation charges, if any, paid by Seller on account of any commitment(s) made hereunder.

16. **WAIVER.** Failure or inability of either party to enforce any right hereunder shall not waive any right in respect to any other or future rights or occurrences.

17. **DELIVERY.** Delivery of the products sold hereunder shall be made pursuant to a delivery schedule agreed to by Buyer and Seller. The Buyer hereby agrees to take delivery of the product(s) hereunder within thirty (30) days after notification, oral or written, that the products are ready for shipment. In the event that the Buyer does not arrange to take delivery of the products in accordance herewith, Seller, at Seller's option, may:
(a) invoice the Buyer for the products less freight if applicable; store the products in Seller's yard for a period not to exceed sixty (60) days from the date of invoice; charge a storage fee not to exceed 5% per month or fraction thereof of the selling price of the stored products; add any applicable price increases listed on the quotation; charge for any repair work to protective coatings harmed by weathering while such products are being stored; and charge applicable freight when shipment to the Buyer is made. Products remaining in storage after sixty (60) days from the invoice date shall become the property of the Seller for disposition at the Seller's discretion; or
(b) cancel the order and invoice the Buyer for cancellation charges, which shall be 25% of the selling price of the products if the products are standard, in-stock material, or the full selling price if the products are special or nonstandard in nature and were especially fabricated for the Buyer.

18. **DOCUMENTATION.** Except as otherwise specifically set forth in the scope of work provided as part of this quotation, all documents, including drawings, specifications, computer files, electronic media, data, engineering calculations, notes, and other documents and instruments prepared or furnished by Seller (collectively the "Documentation") are owned by and the property of Seller. Seller shall retain all common law, statutory and other reserved rights, including copyright, applicable to the Documentation. The Documentation is not intended or represented to be suitable for use on any other project. Buyer agrees to indemnify and hold Seller harmless against all claims, damages, losses, and expenses (including reasonable attorneys' fees) arising from or in any way connected with the unauthorized use or modification of the Documentation by Buyer or any person or entity that acquires or obtains the Documentation from or through Buyer without the written authorization of Seller. Seller shall have no liability to Buyer or others for changes made to the Documentation by Buyer without Seller's prior written approval.

19. **PERIOD OF LIMITATIONS.** Buyer and Seller agree that any action by Buyer against Seller relating to this contract or the products sold hereunder, including, without limitation, any action for breach of contract or warranty, or otherwise in connection with the products sold under this contract, must be commenced by Buyer against Seller within one (1) year after the cause of action therefore accrues or one (1) year of delivery of the products sold hereunder, if less.

20. **CONFLICTING PROVISIONS OFFERED BY BUYER.** Any terms and conditions of any purchase order or other instrument issued by the Buyer, in connection with the subject matter of this document, which are in addition to or inconsistent with the terms and conditions expressed herein, will not be binding on Seller in any matter whatsoever unless accepted by Seller in writing.

21. **SEVERABILITY.** In case any provision of this contract shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

22. **APPLICABLE LAW.** This contract shall be governed by, and construed and enforced in accordance with, the laws of the state of the project site described in the quotation, without regard to conflicts of law provisions. Buyer and Seller agree that venue for any action brought for the breach of or enforcement of this contract will lie in the county of the project site described in the quotation. AS A MATERIAL INDUCEMENT TO ENTER INTO THIS CONTRACT, BOTH PARTIES WAIVE THE RIGHT TO TRIAL BY JURY IN ANY PROCEEDING ARISING OUT OF OR RELATED TO THIS CONTRACT.

REV. 11/24



FERGUSON WATERWORKS (3083)
1324 S 3RD ST SUITE 140
PHOENIX, AZ 85004-2725

Phone: 602-495-8420
Fax: 602-262-4276

Deliver To:
From: Alejandro Martinez
alejandro.martinez@ferguson.com
Comments:

14:42:52 MAY 14 2025

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FERGUSON WATERWORKS #3083

Price Quotation
Phone: 602-495-8420
Fax: 602-262-4276

Bid No: B452531
Bid Date: 05/14/25
Quoted By: AAM

Cust Phone: 928-554-0814
Terms: NET 10TH PROX

Customer: TOWN OF CAMP VERDE
395 SOUTH MAIN STREET
ATTN WATER DIVISION
CAMP VERDE, AZ 86322

Ship To: TOWN OF CAMP VERDE
395 SOUTH MAIN STREET
ATTN WATER DIVISION
CAMP VERDE, AZ 86322

Cust PO#:

Job Name:

Item	Description	Quantity	Net Price	UM	Total
	ALUMINIZED STEEL TYPE 2 PER SPECIFICATIONS ----				
	BID ITEM #3 117X79 ARCH CMP STORM DRN ----				
SP-CARCH5X1117X79	H/C ARCH 5X1 ALT2 12G 117X79	735	368.000	FT	270480.00
SP-CBD10C14GBAND	DB 10-C MOD ARCH AL T2 BAND W/GSKT 14GA 102" 3PC W/FLAT GASKETS ----	36	490.590	EA	17661.24
	BID ITEM #5 36" RISER & 30" INLET ----				
SP-CHC23ALT216GA	H/C PIPE 2 2/3X1/2 ALT2 16GA 36"	6	72.510	FT	435.06
SP-72CMSRCAP30FC	72" CMP RISER CAP W/30" F&C ----	1	2495.000	EA	2495.00
	BID ITEM #7 EXTENSION OF 24" STORM DRAIN PIPE ----				
SP-CHC2416GAALT2	HC PIPE 2 2/3X1/2 ALT2 16GA 24"	8	49.410	FT	395.28
SP-CMP24HB16GA	24 16GA HUGGER BAND ----	2	121.750	EA	243.50
	VENDOR FREIGHT COMMENTS: FREIGHT IS @ 19 TRUCKS @ \$2500.00 EACH				

Net Total: \$291710.08
Tax: \$29172.07
Freight: \$47500.00
Total: \$368382.15



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=3083&on=16285>

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Fax: 602-262-4276

14:42:52 MAY 14 2025

Reference No: B452531

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.
Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

VENDOR NOTES:

- 1.All orders must be shipped within 30 days of manufacture. Should you be unable to accept delivery of materials at the agreed upon time, a storage charge equal to a maximum of 5% per month of the selling price of the stored material applies.
- 2.Construction loadings typically exceed the intended post-construction live load used for design. Contact your Contech representative for specific guidelines and limitations based on the construction live loads anticipated.
- 3.Flexible structures of the type on this project are reliant on the type of structural backfill used, the compaction of that material and the balanced placement of structural backfill.
- 4.Prices are based on standardized loading to achieve full truckloads. If special loading requirements are needed additional freight charges will be added.
- 5.Quotation is based upon estimated (not guaranteed) quantities. Buyer must verify final quantities needed prior to commencement of work by Contech.
- 6.The estimated manufacturing lead time for this material is x weeks from the receipt of approved submittal documents.
- 7.The material included in this quotation is to be designed and manufactured exclusively for this project, is not subject to cancellation and cannot be returned to stock.
- 8.This quotation expires 15 days from the date shown. Prices are firm for shipment within 45 days of the date of quotation and are subject to a maximum escalation of 8% for each 30 days thereafter.

SCOPE OF WORK: Hel-Cor Pipe

Corrugated Metal Pipe (Hel-Cor Pipe) will be provided in standard lengths. Special lengths may be provided at an additional charge and are subject to manufacturing tolerances and shipping limitations.
Prices quoted are based on nesting diameters whenever possible. If un-nested loads are required additional freight charges will be added.



Town Council Session

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to

complete a survey about your bids:

<https://survey.medallia.com/?bidorder&fc=3083&on=16285>

Page 10 of 72



Town Council

Agenda Information Memorandum

Meeting Date: May 28, 2025

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Utilities Department

Staff Resource: Jeff Low, Utilities Director

Agenda Title: Discussion, consideration, and possible approval of Resolution 2025-1182 accepting a permanent public water utility easement and a temporary construction easement for parcel 403-23-430B and 403-23-425B located within Verde Ranch Estates, Camp Verde, Arizona 86322, for the purpose of construction of the Sycamore Villas 12-inch water main extension project.

Attached Documents: Resolution 2025-1182 and Exhibits

Estimated Presentation Time: 5 Minutes

Estimated Discussion Time: 5 Minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Easements are being provided at no expense to the Town due to the benefits of Water Fire Flow for Verde River Estates Properties. The Town is partnering with Sycamore Villas and Verde 17, LLC to upsize the water main from an 8-inch to 12-inch diameter main. Cost to the Town for upsizing the main is \$55,171.90, which will be split between this current FY25 and FY26 out of the Water Budget.

Background Information:

This easement facilitates the installation of a new 12-inch diameter water main, which will create a looped system extending from Homestead Parkway through Sycamore Villas and Verde LLC to Monarch Lane. The looped configuration is designed to improve water system reliability and significantly enhance fire protection throughout the area.

Connection to the [FY25-FY30 Strategic Plan](#)

By looping the new 12-inch water main, the Town is enhancing system reliability, increasing capacity, and significantly improving fire protection, which directly aligns with our objective to invest in critical infrastructure.

Question(s) before the Council:

- Does Council have any questions for staff?



Town Council Agenda Information Memorandum

Proposed Motions:

Move to **APPROVE** Resolution 2025-1182 accepting a permanent public water utility easement and a temporary construction easement for parcel 403-23-430B and 403-23-425B located within Verde Ranch Estates, Camp Verde, Arizona 86322, for the purpose of construction of the Sycamore Villas 12-inch water main extension project.

OR

Move to **APPROVE** Resolution 2025-1182 accepting a permanent public water utility easement and a temporary construction easement for parcel 403-23-430B and 403-23-425B located within Verde Ranch Estates, Camp Verde, Arizona 86322, for the purpose of construction of the Sycamore Villas 12-inch water main extension project **with the following amendments...**

OR

Move to **DENY** Resolution 2025-1182.



RESOLUTION NO. 2025-1182

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ACCEPTING A PERMANENT PUBLIC WATER UTILITY EASEMENT AND A TEMPORARY CONSTRUCTION EASEMENT AND AUTHORIZING THE MAYOR AND STAFF TO EXECUTE ANY AND ALL DOCUMENTS TO EFFECTUATE SAID ACCEPTANCE OF SUCH EASEMENTS.

WHEREAS, the Town Council has determined that accepting a permanent public water easement and temporary construction easement attached hereto as Exhibit A the "Easements") is in the best interests of the health, safety, and welfare of the Town of Camp Verde; and,

WHEREAS, the Town Council finds that acquisition of the property described in the Easements is necessary for the purpose of providing municipal services, and it is in the public interest to acquire such property.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA:

Section 1: The Town is authorized to accept the Easements attached hereto as Exhibit A.

Section 2: The Mayor, Town Manager and Town Attorney are authorized to perform all acts necessary to accept the Easements for the purposes described in this resolution on behalf of the Town.

PASSED, AND APPROVED BY A MAJORITY VOTE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, THIS 28TH DAY OF MAY, 2025.

Marie Moore, Mayor

ATTEST:

Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney
Pierce Coleman, PLLC

When recorded, mail to:
Town of Camp Verde
Town Clerk
473 S. Main Street
Camp Verde, AZ 86322

PUBLIC WATER UTILITY EASEMENT AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

FOR GOOD AND VALUABLE CONSIDERATION, the receipt and sufficiency of which is hereby acknowledged by each party to the other, **Verde Ranch Mh, LLC**, hereinafter called "**Grantor**", hereby grants to the **Town of Camp Verde**, an Arizona municipality, hereinafter referred to as the "**Grantee**", its employees, agents, and designees, the non-exclusive to install and operate, together with a right of ingress and egress over, under, and through the real property described and depicted in **Exhibits "A" and "B"**, attached hereto and made a part hereof (the "**Easement Area**"), for underground water utility lines, appurtenances, and roadway access to use and the right to construct, maintain and replace same (the "**Public Water Utility Easement**").

This easement shall run with the land and shall be perpetual unless earlier abandoned or vacated by the Grantee.

Grantor covenants and agrees not to perform any construction, excavation, or alteration upon or within said Easement Area, or perform any modifications to said property without prior written permission of the Grantee.

Grantor agrees not to construct any permanent building or wall upon said Easement Area.

Grantee agrees to return the ground cover and any landscaping to a condition as close as possible to that which existed before installations, or any repair is made.

Use of the Easement Area by the Grantor shall at all times be subject to the terms and conditions contained on **Schedule 1** attached hereto and made a part hereof (the "**Easement Restrictions**").

Grantee shall be solely liable for and shall bear all risk of use of the Easement Area by Grantee and its respective employees, contractors, agents, and invitees. Grantee hereby indemnifies and agrees to hold Grantor and its successors and assigns harmless from any and all claims, damages, liabilities, and causes of action arising from use of the Easement Area by Grantee or its employees, contractors, agents, and invitees.

IN WITNESS WHEREOF, the parties have executed this Public Water Utility Easement Agreement as of the 5 day of MAY, 2025.

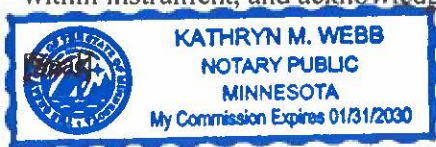
GRANTOR: Verde Ranch Mh, LLC

Ben Rubin
Ben Rubin, Chief Executive Officer

State of ~~ARIZONA~~ MINNESOTA

County of HENNEPIN) ss.

The foregoing instrument was acknowledged before me this 5th day of May, 2025, by Ben Rubin, personally known to me or proven to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed it.



Kathryn Webb
Notary Public

My commission expires:

GRANTEE: Town of Camp Verde, an Arizona municipality

~~DEE JENKINS~~, Mayor Marie Moore

State of ARIZONA)

) ss.

County of _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____, personally known to me or proven to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed it.

[Seal]

Notary Public

My commission expires:

Exhibit “A”
Legal Description of Easement Area

EXHIBIT "A"
LEGAL DESCRIPTION
WATER LINE EASEMENT

An Easement, 20.00 feet in width, situated in a portion of the Southeast Quarter (SE1/4) of Section 25, Township 14 North, Range 4 East, of the Gila and Salt River Meridian, Town of Camp Verde, Yavapai County, Arizona, being a portion of that certain real property described in that certain Special Warranty Deed recorded as Reception number 2019-0000796, Official Records of said Yavapai County, being more particularly described as follows:

COMMENCING at a found Bureau of Land Management (BLM) brass capped iron post, monumenting the Southeast corner of said Section 25, from which a found aluminum capped rebar stamped "RLS 12218", monumenting the East Quarter corner of said Section 25 bears North 01°50'26" East (a measured geodetic bearing and Basis of Bearings for this description), a distance of 2,642.08 feet;

Thence North 01°50'26" East, along the East line of said Section 25, a distance of 676.57 feet, to a calculated point;

Thence North 88°09'34" West, departing from said East line, a distance of 427.79 feet, to a calculated point on the Westerly Right-of-Way line of North Monarch Lane, being the **TRUE POINT OF BEGINNING**;

Thence North 89°32'58" West, departing from said Westerly Right-of-Way line, a distance of 178.71 feet, to a calculated point;

Thence North 19°07'31" East, a distance of 21.11 feet, to a calculated point;

Thence South 89°32'58" East, a distance of 171.60 feet, to a calculated point on said Westerly Right-of-Way line;

Thence South 00°33'41" East, along said Westerly Right-of-Way line, a distance of 20.00 feet, to the **TRUE POINT OF BEGINNING**.

Containing 3,503.05 square feet or 0.08 acres, more or less.

2025/03/14
LE #1676-05
1676-05 WATER LINE EASEMENT.docx

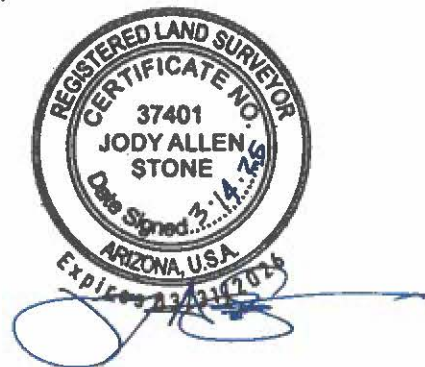
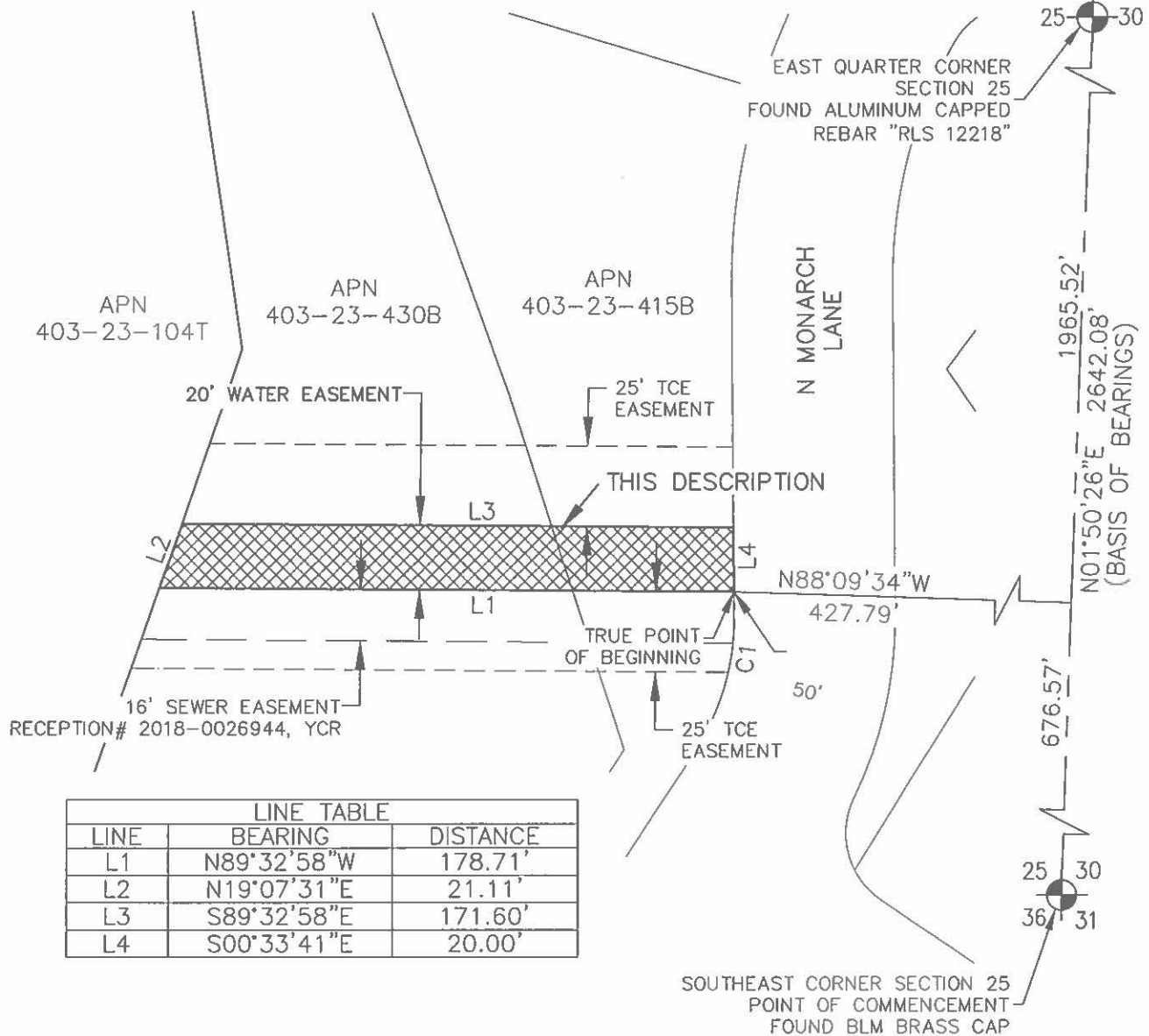


Exhibit “B”
Figure of Easement Area

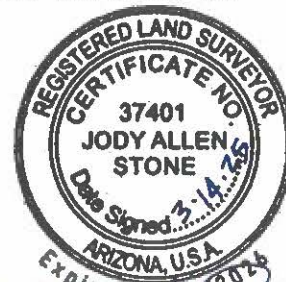
EXHIBIT "B" MAP TO ACCOMPANY LEGAL DESCRIPTION

SITUATED IN SECTION 25,
T14N - R4E, G.&S.R.M.,
YAVAPAI COUNTY, AZ.

SCALE: 1"=50'



LINE TABLE		
LINE	BEARING	DISTANCE
L1	N89°32'58"W	178.71'
L2	N19°07'31"E	21.11'
L3	S89°32'58"E	171.60'
L4	S00°33'41"E	20.00'



LE# 1676-05 WATER EASEMENT EXHIBIT

Schedule "1"
(Easement Restrictions)

General Requirements

The following general requirements are considered minimum requirements for the Public Water Utility Easement. These minimum requirements are incorporated into this Public Water Utility Easement Agreement to avoid conflict with any existing easement rights. The Town of Camp Verde (hereinafter referred to as "**TOWN**") shall have non-exclusive use of the Easement Area for underground Water Utility lines. The TOWN may not grant a license for use within the Easement Area. These requirements are a part of the Public Water Utility Easement; they are applicable to the current property owner and run with the land to any future owner/owners. Contractors shall be required to meet these provisions. Any construction shall require an encroachment agreement with the TOWN.

1. This Public Water Utility Easement restricts the placement of a pipeline, conduit, structure, including block fencing, buildings, major landscaping components, any part of a structure or material storage, within the Easement Area both above and below ground.
2. An authorized TOWN representative must be on site during any work performed on or across the Easement Area and will remain as long as power excavation equipment is utilized.

Pre-Approved Crossings

1. Subject to paragraph 2 above and the following provisions, Grantor and its successors and assigns shall have the right to construct a roadway and utility crossing of the Easement Area subject to adopted Town Standards.

Excavation

1. Plans for any excavation or filling in the Easement Area must be reviewed and approved prior to commencing any work. Excavating closer than 2 feet vertically or horizontally to the pipeline shall be done by hand until the pipe is exposed and shall be done only under the observation of an authorized TOWN representative.
2. Any plowing or ripping of soil within the Easement Area, including agricultural, at depths greater than 1 foot will require specific authorization from the TOWN.

Streets, Roads, and Driveways

1. Notice and approval of the TOWN is required before any construction of a driveway within the Easement Area is undertaken. Construction of any street or road that would include the heavy vehicles such as semi-trucks or construction equipment within the Easement Area will require written notice to the TOWN, a review of construction plans, with minimum pipeline cover requirements, prior to any construction. An opportunity for TOWN to make a pipe inspection must be given to the start of any construction. A set of constructions plans reviewed and approved by the TOWN is required.

2. Temporary easement surface crossings may be approved with notice to the TOWN and prior authorization, some cover restrictions may apply.

Fences

1. Fence posts shall not be installed within 5 feet of the center of the pipeline, and the first post on either side of the pipe shall be set in hand dug holes. Also, the fences must be gated to allow vehicles ingress/egress along the Easement Area.
2. To perform normal inspections, maintenance, and repair, access through or around fences crossing the Easement Area must be provided. The TOWN will provide access by providing gates on pre-existing fences to assure ingress/egress along the Easement Area. If fencing is removed for inspections, maintenance, and repair, it will be replaced with like materials in a like manner by the TOWN, to the extent reasonably practicable.

Landscaping

1. Lawns and vegetable gardens are acceptable uses. No trees, shrubs, or permanent plantings are allowed. Lawns, flower beds, or gardens within the Easement Area may be damaged by inspections/surveys. Heavy maintenance may require total clearing of the Easement Area. No compensation is given to the owner to restore lawns or vegetable gardens under these circumstances.

Open Waterways

1. No open waterways, ditches, canals, drainage catchments, retention ponds, ponds, stock ponds, pools, etc. shall be allowed within 15 feet of the pipeline center line. Except a pre-existing canal or ditch crossing.
2. Anyone altering (clearing, regrading, or changing alignment) a waterway within the Easement Area must obtain approval from the TOWN prior to making changes, and obtaining an encroachment agreement.

General Requirements for Buried Line Crossings

1. All buried pipeline, power or telecommunication lines crossing the Easement Area shall be installed adhering to all applicable codes and requirements governing such installations. Before any installation, notification to the TOWN and an encroachment agreement is required.
2. All buried pipeline, power or telecommunication lines crossing the Easement Area must cross on an angle at 90 degrees or as close to it as possible. This angle must be maintained across the entire width of the Easement Area. Depending on the type of line, minimal cover amounts are required.
3. No new foreign appurtenances (meters, poles, or drop boxes, etc.) shall be located within the Easement Area without an encroachment agreement with the TOWN.

4. A 6-inch-wide vinyl burial warning tape shall be placed 12 to 18 inches above the crossing line and extend across the entire Easement Area, as a protective measure.
5. Communication lines (telephone, buried power lines, TV, or other data lines) shall be encased in a rigid nonmetallic conduit across the full width of the Easement Area and buried at a constant depth across the Easement Area.
6. Sewer and water lines shall adhere to these requirements.
7. No water collection basins, well drilling, septic drain fields, septic tanks or septic treatment facilities are permitted in the Easement Area.

Above Ground Utility Crossings

1. Power lines shall maintain a minimum of 30 feet of clearance over the Easement Area.
2. No future poles or other appurtenances shall be located in the Easement Area unless an encroachment agreement is obtained.

Penalties for Failure to Abide by Restrictions

1. Failure to follow or abide by these Easement Restrictions may be punishable as either a civil or criminal action to the fullest extent allowed by any federal, state, or local statutes, codes, ordinances, rules or regulations.
2. Owners will be liable to the Town for any damage to Town property within the Easement Area caused by the property owners' negligence in failing to abide by or follow the Easement Restrictions.

Contact Information

The TOWN can/shall be contacted at Camp Verde Utilities Department, telephone 928-554-0850. Any construction or changes to the Easement Area shall require an encroachment agreement. Contractors are required to adhere to these Easement Requirements.



Right of Entry and Temporary Construction Easement

KNOW ALL MEN BY THESE PRESENTS:

FOR GOOD AND VALUABLE CONSIDERATION, the receipt and sufficiency of which is hereby acknowledged by each party to the other, **Verde Ranch Mh, LLC** hereinafter called the “Grantor”, hereby grants to the **Town of Camp Verde**, an Arizona municipality, hereinafter referred to as the “Grantee”, its employees, agents, and designees, a Temporary Construction Easement to enter upon the property, APNs 403-23-430B and 403-23-425B located **within Verde Ranch Estates**, Camp Verde, Arizona 86322, for the purpose of construction of the **Sycamore Villas 12-inch Water Main Extension Project (See attached Figures for TCE Areas)**, together with the right of ingress/egress over the adjacent lands of the Grantor, its successors and assignees, for the purposes of this easement to expire upon completion of the Project or 36 months from the signature date of this agreement, whichever comes first.

Grantee agrees to return the ground cover and any landscaping to a condition as close as possible to that, which existed before the Project.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand this 5 day of May, 2025.

Grantor: Verde Ranch Mh, LLC

By: Ben Rubin
Ben Rubin, Chief Executive Officer

Grantee: TOWN OF CAMP VERDE, an Arizona municipality

By: Jeff M. Low 5-9-2025
Jeff Low, Utilities Director

EXHIBIT "A"
LEGAL DESCRIPTION
TEMPORARY CONSTRUCTION EASEMENT (TCE)
SOUTH

An Easement, 25.00 feet in width, situated in a portion of the Southeast Quarter (SE1/4) of Section 25, Township 14 North, Range 4 East, of the Gila and Salt River Meridian, Town of Camp Verde, Yavapai County, Arizona, being a portion of that certain real property described in that certain Special Warranty Deed recorded as Reception number 2019-0000796, Official Records of said Yavapai County, being more particularly described as follows:

COMMENCING at a found Bureau of Land Management (BLM) brass capped iron post, monumenting the Southeast corner of said Section 25, from which a found aluminum capped rebar stamped "RLS 12218", monumenting the East Quarter corner of said Section 25 bears North 01°50'26" East (a measured geodetic bearing and Basis of Bearings for this description), a distance of 2,642.08 feet;

Thence North 01°50'26" East, along the East line of said Section 25, a distance of 676.57 feet, to a calculated point;

Thence North 88°09'34" West, departing from said East line, a distance of 427.79 feet, to a calculated point on the Westerly Right-of-Way line of North Monarch Lane, being the **TRUE POINT OF BEGINNING**;

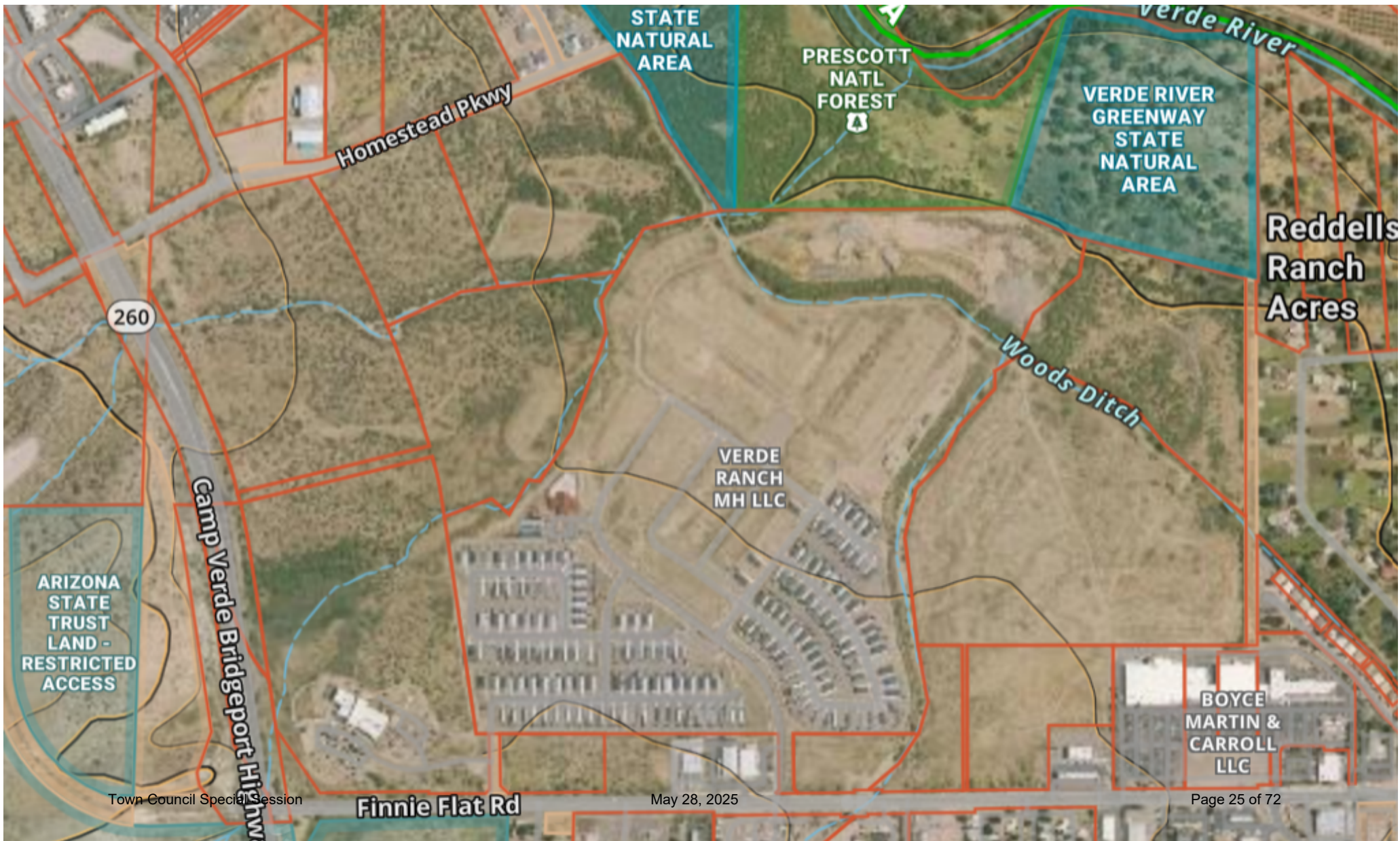
Thence South 00°33'41" East, along said Westerly Right-of-Way line, a distance of 8.28 feet to a calculated point, being the point of curvature of a circular tangent curve to the right, concave Westerly, the radius point of which bears South 89°26'19" West, a distance of 75.00 feet;

Thence Southerly, along the arc of said curve to the right and along said Westerly Right-of-Way line, through a central angle of 12°51'19", an arc length of 16.83 feet, said curve being subtended by a chord bearing of South 05°51'59" West and a chord length of 16.79 feet;

Thence North 89°32'58" West, departing from said Westerly Right-of-Way line, a distance of 185.72 feet, to a calculated point;

Thence North 19°07'31" East, a distance of 26.39 feet, to a calculated point;

Thence South 89°32'58" East, a distance of 178.71 feet, to the **TRUE POINT OF BEGINNING**.



Containing 4,568.43 square feet or 0.10 acres, more or less.

2025/03/11

LE #1676-01

1676-01 TCE SOUTH 20250311.docx

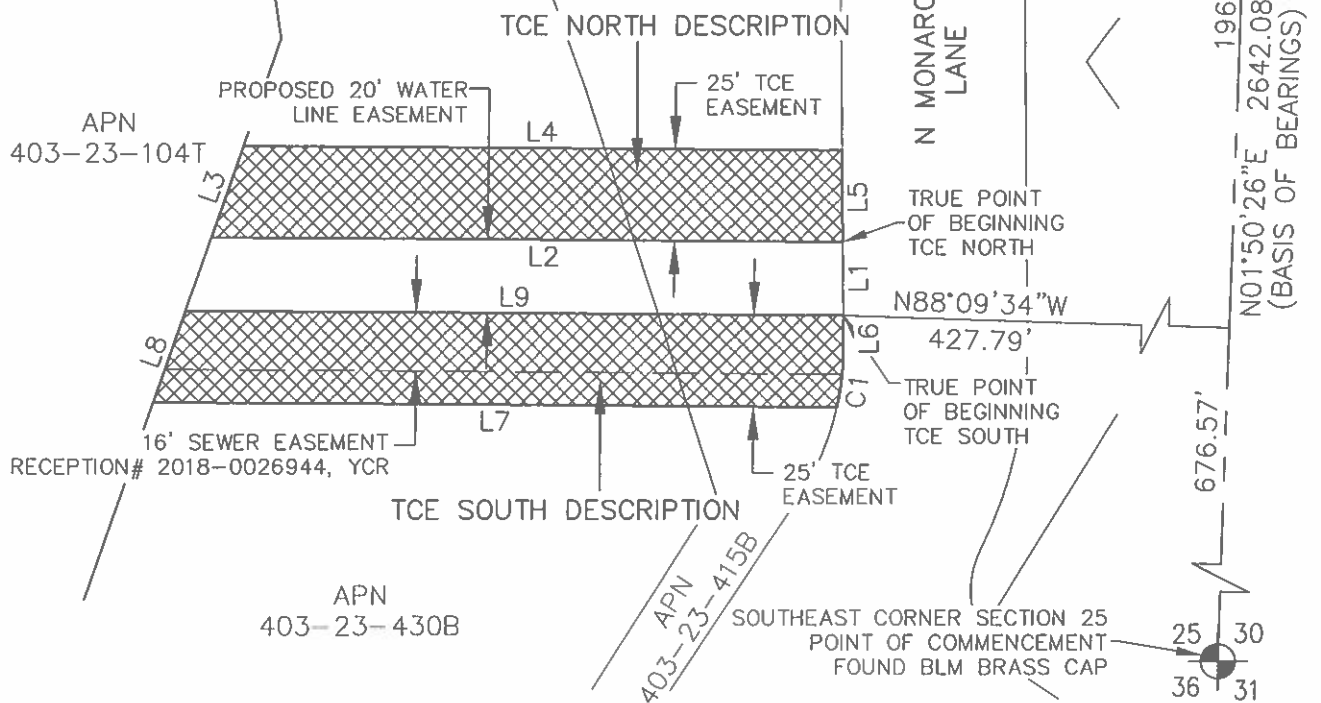


MAP TO ACCOMPANY LEGAL DESCRIPTION

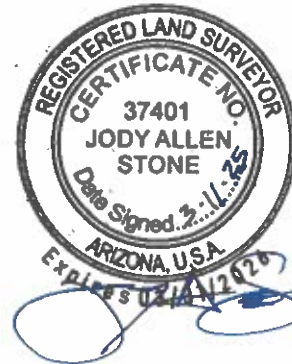
SITUATED IN SECTION 25,
T14N - R4E, G.&S.R.M.,
YAVAPAI COUNTY, AZ.

SCALE: 1"=50'

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N00°33'41"W	20.00'
L2	N89°32'58"W	171.60'
L3	N19°07'31"E	26.39'
L4	S89°32'58"E	162.70'
L5	S00°33'41"E	25.00'
L6	S00°33'41"E	8.28'
L7	N89°32'58"W	185.72'
L8	N19°07'31"E	26.39'
L9	S89°32'58"E	178.71'



CURVE TABLE					
CURVE	RADIUS	DELTA ANGLE	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	75.00'	12°51'19"	16.83'	S05°51'59"W	16.79'



LE# 1676-05 TCE EASEMENTS EXHIBIT

EXHIBIT "A"
LEGAL DESCRIPTION
TEMPORARY CONSTRUCTION EASEMENT (TCE)
NORTH

An Easement, 25.00 feet in width, situated in a portion of the Southeast Quarter (SE1/4) of Section 25, Township 14 North, Range 4 East, of the Gila and Salt River Meridian, Town of Camp Verde, Yavapai County, Arizona, being a portion of that certain real property described in that certain Special Warranty Deed recorded as Reception number 2019-0000796, Official Records of said Yavapai County, being more particularly described as follows:

COMMENCING at a found Bureau of Land Management (BLM) brass capped iron post, monumenting the Southeast corner of said Section 25, from which a found aluminum capped rebar stamped "RLS 12218", monumenting the East Quarter corner of said Section 25 bears North 01°50'26" East (a measured geodetic bearing and Basis of Bearings for this description), a distance of 2,642.08 feet;

Thence North 01°50'26" East, along the East line of said Section 25, a distance of 676.57 feet, to a calculated point;

Thence North 88°09'34" West, departing from said East line, a distance of 427.79 feet, to a calculated point on the Westerly Right-of-Way line of North Monarch Lane;

Thence North 00°33'41" West, along said Westerly Right-of-Way line, a distance of 20.00 feet, to the **TRUE POINT OF BEGINNING**;

Thence North 89°32'58" West, departing from said Westerly Right-of-Way line, a distance of 171.60 feet, to a calculated point;

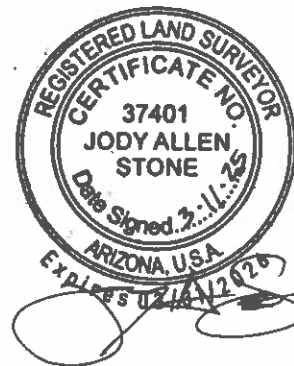
Thence North 19°07'31" East, a distance of 26.39 feet, to a calculated point;

Thence South 89°32'58" East, a distance of 162.70 feet, to a calculated point on said Westerly Right-of-Way line;

Thence South 00°33'41" East, along said Westerly Right-of-Way line, a distance of 25.00 feet, to the **TRUE POINT OF BEGINNING**.

Containing 4,178.75 square feet or 0.10 acres, more or less.

2025/03/11
LE #1676-01
1676-01 TCE NORTH 20250311.docx

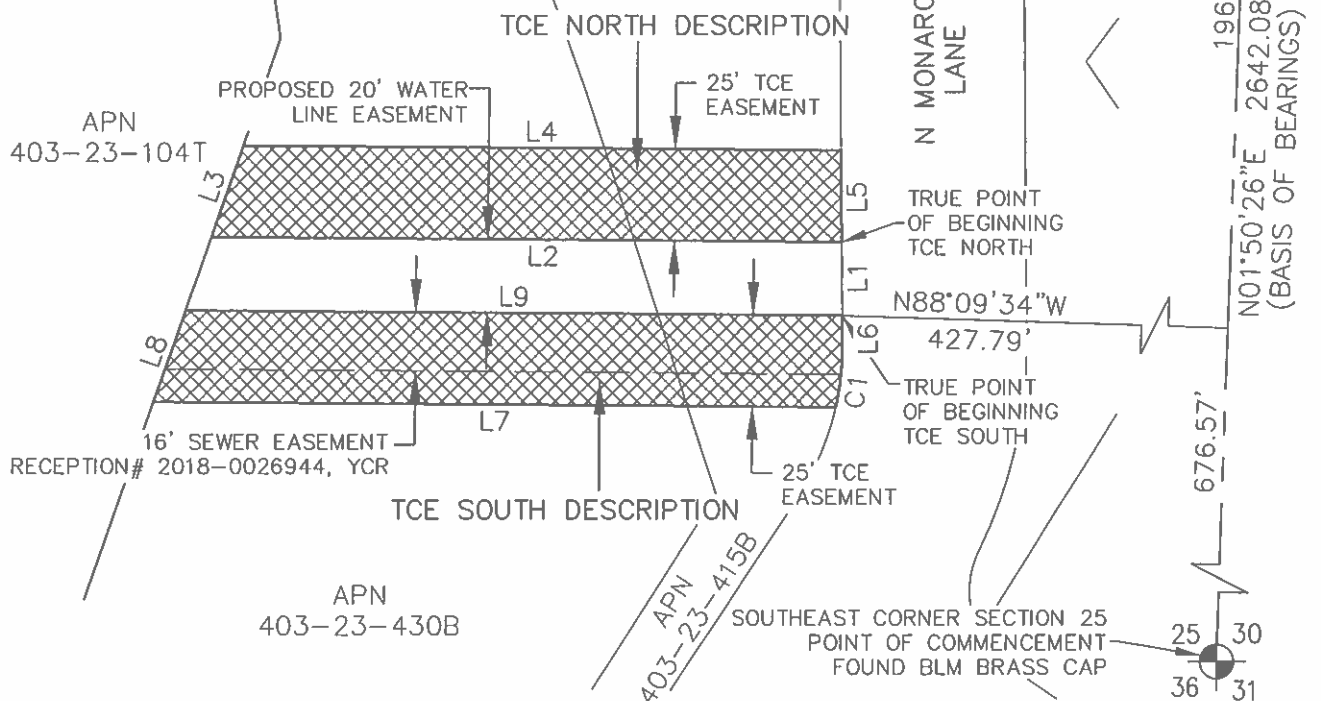


MAP TO ACCOMPANY LEGAL DESCRIPTION

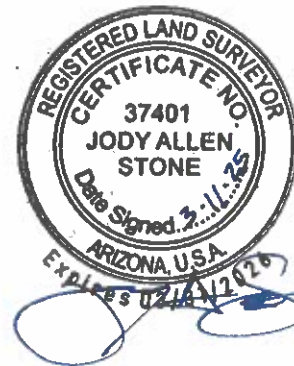
SITUATED IN SECTION 25,
T14N - R4E, G.&S.R.M.,
YAVAPAI COUNTY, AZ.

SCALE: 1"=50'

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N00°33'41"W	20.00'
L2	N89°32'58"W	171.60'
L3	N19°07'31"E	26.39'
L4	S89°32'58"E	162.70'
L5	S00°33'41"E	25.00'
L6	S00°33'41"E	8.28'
L7	N89°32'58"W	185.72'
L8	N19°07'31"E	26.39'
L9	S89°32'58"E	178.71'



CURVE TABLE					
CURVE	RADIUS	DELTA ANGLE	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	75.00'	12°51'19"	16.83'	S05°51'59"W	16.79'



LE# 1676-05 TCE EASEMENTS EXHIBIT

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Town Council

Agenda Information Memorandum

Meeting Date: May 28, 2025

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Town Manager

Staff Resource: Town Manager Miranda Fisher

Agenda Title: Discussion, consideration and possible appointment of one (1) applicant to the Planning and Zoning Commission with a term ending January 1, 2027.

Attached Documents: Applications

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

At the March 12, 2025 Planning and Zoning Commission meeting, Commissioner Claudia Hauser formally announced her resignation. The resulting vacancy was posted on March 21, 2025, with applications due by 5:00 p.m. on April 17, 2025. The Town received eight applications by the deadline:

- Robert (Bob) Benson
- Dave Inman
- Jessica (Renee) Hall
- Jerry Morris
- TC Noble
- Monte Pierce
- Jordy Weaver
- Marin (Marv) Wessel

Interviews were conducted on April 30th, May 1st and May 19th, 2025, by an Interview Committee consisting of Mayor Moore, Council Members Escoffier and Foreman, Town Manager Fisher, and Acting Senior Planner Cory Mulcaire. Each applicant was asked a series of structured questions, with responses scored individually. Final scores were then tabulated and averaged to identify the top candidate.



Town Council Agenda Information Memorandum

Following this process, the Interview Committee recommends the appointment of Monte Pierce to the Planning and Zoning Commission to serve the remainder of Commissioner Hauser's term, which expires January 1, 2027.

Question(s) before the Council:

- Does Council have any questions for staff?
- Does Council have any questions for the applicant?
- Does the Council support the recommendation that Monte Pierce be appointed to the Planning and Zoning Commission to serve until January 1, 2027?

Proposed Motion:

Move to **APPROVE** appointing Monte Pierce to the Planning and Zoning Commission with a term ending January 1, 2027.

Alternative Motion:

Move to **APPROVE** appointing [INSERT NAME] to the Planning and Zoning Commission with a term ending January 1, 2027.

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/14/2025

*** Full Name:**

Robert Allan Benson (Bob)

*** Home Address:**

Camp Verde Arizona 86322

Mailing Address, if different:

SKIPPED

Email Address:

*** Home Phone or**

Work Phone:

SKIPPED

* Are you a resident of the Town of Camp Verde?

YES

Length of residency in the Town of Camp Verde (if applicable):

4 years

* Do you own commercial property in the Town of Camp Verde?

NO

Name and address of business (if applicable):

SKIPPED

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Small Farm/Ranch present, Former Electrician-Project manager-Foreman, Real Estate Broker, property manager

* Are you serving, or have you ever served, on a Town of Camp Verde board or commission?

NO

If yes, please list names of board/commission and dates served:

SKIPPED

* Board & Commission preference: Select the Board or Commission you are interested in:

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

Norwalk High School 1973, Cerritos College AS 2008, International Brotherhood of Electrical workers apprenticeship 1981

List Civic Activities or Service Organizations (include office held, year began and year ended):

House Docent-Tour Guide at Rancho Los Cerritos 5 years

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I have a good understanding of the importance of planning and zoning. Real Estate background and construction are helpful to understand the goals of the general plan as it applies to residential, agricultural, ranching, and commercial zoning and growth. I want to keep Camp Verde as my forever home for all citizens to enjoy.

* Have you ever been charged and convicted of a crime:

YES

If yes, please explain.

Drunk driving.... Now 34 years clean and sober since 10/14/1990

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

Investigate and advise the Committee of compliance with the general plan and if variances are appropriate so no citizen and/or Board or Council member are disappointed. To work together to make Camp Verde the best town for all.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

My experience in project management, construction, and real estate are beneficial to the duties of the commission as well as my experience with dealing with the public as a historical docent should benefit me greatly with my responsibilities as a Planning and Zoning Commission member. I breed Boer Goats and support 4H and FFA! I am also interested in applying to the Parks and Recreation commission.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

SKIPPED

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Robert Benson

*** Application Date:**

04/14/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

03/23/2025

*** Full Name:**

Dave Inman

*** Home Address:**

Camp Verde Arizona 86322

Mailing Address, if different:

SKIPPED

Email Address:

d[REDACTED]

*** Home Phone or**

[REDACTED]

Work Phone:

SKIPPED

* Are you a resident of the Town of Camp Verde?

YES

Length of residency in the Town of Camp Verde (if applicable):

6 years 7 months

* Do you own commercial property in the Town of Camp Verde?

NO

Name and address of business (if applicable):

SKIPPED

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Lighting Designer (Specification and Employee Development Manager)

* Are you serving, or have you ever served, on a Town of Camp Verde board or commission?

NO

If yes, please list names of board/commission and dates served:

SKIPPED

Education and Community Service:

List schools attended (include degree and year):

Venice High School 1995

List Civic Activities or Service Organizations (include office held, year began and year ended):

Illumination Engineering Society of North America 2016-Current, NAILD Sustainability Committee 2020-Current, DarkSky International (State Delegate) 2019-Current, DarkSky Verde Valley (Chapter Chairman) 2025, Camp Verde Citizens Academy 2025

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

With 27 years as a lighting designer, I offer unique skills to help Camp Verde maintain its Dark Sky Community status. My expertise can enhance aesthetic appeal, ensure safety, promote energy efficiency, and ensure compliance with standards. I can guide on the latest lighting technologies and best practices, helping our community benefit from reduced light pollution and improved quality of life. Let's keep Camp Verde's skies dark and beautiful!

* Have you ever been charged and convicted of a crime:

YES

If yes, please explain.

DUI 2009

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

(a) To the Town Council: Advise: Offer informed recommendations. Implement: Assist in policy execution. Communicate: Ensure alignment with Council goals. (b) To the Citizens of Camp Verde: Represent: Voice citizen concerns. Transparency: Provide clear information. Engage: Encourage public participation. (c) To Other Members: Collaborate: Work towards common goals. Respect: Foster an inclusive environment. Accountability: Ensure integrity and ethical behavior.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

As a lighting designer, I bring expertise in maintaining Camp Verde's Dark Sky Community status. As Specification Manager at Lighting Unlimited, I oversee design, best practices, and employee development. My leadership roles in DarkSky International and DarkSky Verde Valley highlight my ability to lead and collaborate. My knowledge of lighting codes and standards ensures compliance and promotes best practices, contributing effectively to the community's goals.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

SKIPPED

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Dave Inman

*** Application Date:**

03/23/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/02/2025

*** Full Name:**

Jessica Renee Hall

*** Home Address:**

Camp Verde Arizona 86322

Mailing Address, if different:

Cornville AZ 86325

Email Address:

m

*** Home Phone or Cellphone:**

Work Phone:

SKIPPED

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

5 months

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

430 valle escondido

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Verde brewing company

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

SKIPPED

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

Concorde Institute medical assistant 2011 Lake Tech culinary 2004

List Civic Activities or Service Organizations (include office held, year began and year ended):

Cub scout leader 4 years

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I am committed to this amazing community and I am looking forward to serving in any way that I can!

*** Have you ever been charged and convicted of a crime:**

YES

If yes, please explain.

Dui 2016

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

Listen to the citizens of camp verde. Always maintain integrity and honesty.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I will do my research and take everything very seriously. I want to get back to my community and I feel this is the best way currently that I can do that!

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

SKIPPED

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Jessica Renee Hall

*** Application Date:**

04/02/2025

Letter of Interest to Town of Camp Verde

Planning and Zoning Commission

Date and Time

4/17/2025

Full Name:

Jerry Morris

Home Address:

[REDACTED]

Camp Verde Arizona 86322

Email:

[REDACTED]

Home Phone or Cellphone:

[REDACTED]

Are you a resident of the Town of Camp Verde?

YES

Length of residency in the Town of Camp Verde (if applicable):

4 yrs

Do you own commercial property in the Town of Camp Verde?

NO

Name and address of business (if applicable):

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Retired, Project Management, Facility Maintenance, Photographer

Are you serving, or have you ever served, on a Town of Camp Verde board or commission?

Yes

If yes, please list names of board/commission and dates served:

Parks and Rec Commission 01/23 -4/25

Board & Commission preference: Select the Board or Commission you are interested in: Planning and Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

High School, School of Visual Arts, Parsons School of Design: Photography

List Civic Activities or Service Organizations (include office held, year began and year ended):

Volunteer fireman, EMT, Balation Chief

Served on Flagstaff Public Schools, board finance committee for seven years.

Leader in Flagstaff / United States Pony Club.

President of Homeowners Association.

Regional Planning Committee for City of Flagstaff and Coconino County

Produced Children's Literacy Program in Arizona.

Board member Journey Home Animal Care Center Rifle Colorado

Camp Verde Archeology Center: Imaging Specialist / Facility Manager

Please state why you would like to be appointed to a Town Board, Commission, or Committee:

To contribute to the quality of life in our town is at the highest level possible and support the codes and regulations

Have you ever been charged and convicted of a crime:

NO

If yes, please explain.

What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?

a) To guide staff on the towns vision, to be accountable to the tax payers for the towns action

b) To voice the public input opinions good or bad and support on the codes and regulations of the Town

c) To gather input from and make recommendations as a group to via the chairperson and the Town Manager to Town Council

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I want to offer my understanding and experience with development and building codes and regulations. I help develop the first Dark Skies ordinance in Flagstaff with the Naval Observatory staff. Successfully secure the annexation of property to the City of Flagstaff and managed the masterplan planning, design and construction of city service the site. I was the development contact between W.L. Gore & Associates and the City of Flagstaff and Coconino County for all development.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

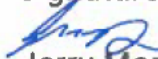
If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.

I agree

Signature


Jerry Morris

Application Date:

4/17/2025



Camp Verde, Arizona

APR 17 '25 10:13

LETTER OF INTEREST

Name: JERRY MORRIS	Date: 4/17/25		
Home Address: See attached			
Mailing Address, if different:			
Email Address:			
Home Telephone:	Work Telephone:		
Are you a resident of the Town of Camp Verde? ☐ Yes ☐ No	Do you own commercial property in the Town of Camp Verde ☐ Yes ☐ No		
Length of residency in the Town of Camp Verde:	Do you operate a business in Camp Verde? ☐ Yes ☐ No		
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? ☐ Yes ☐ No If yes, please list names of board/commission and dates served:			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1.	3.		
2.	4.		
Education and Community Service			
Schools Attended:	Degree:	Year:	
Civic Activities-Service Organizations	Office Held:	Year Begun:	Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: _____			
Have you ever been charged and convicted of a crime? ☐ Yes ☐ No			
If yes please explain.			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a)			
(b)			
(c)			

APR 17 '25 10:13

OVERVIEW OF THE TOWN OF CAMP VERDE BOARDS AND COMMISSIONS

Planning & Zoning Commission

Duties: Analyzes reviews and makes recommendations to Council regarding land use and development-related issues.

Residency Requirement: 2003-A261 must reside within the corporate limits of the Town

Membership: Seven members

Term: Three Years

Meetings: First and Second Thursday at 6:30 p.m.

Board of Adjustments & Appeals

Duties: Hears and decides appeals made by individuals regarding construction codes and decisions made by the Town Building Official. Hears and decides appeals or decisions made by the Zoning Administrator.

Residency Requirement: 2003-A261 must reside within the corporate limits of the Town

Membership: Seven members

Term: Three Years

Meetings: Third Tuesday at 3:00 p.m.
as needed.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: _____

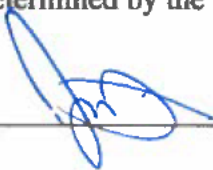
Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0021 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature:  Date: 4/17/25

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/04/2025

*** Full Name:**

Thomas Carl Noble

*** Home Address:**

CAMP VERDE Arizona 86322

Mailing Address, if different:

Email Address:

*** Home Phone or Cellphone:**

Work Phone:

SKIPPED

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

12 YEARS

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

2205 S Glenrose Dr, Camp Verde, AZ 86322, USA

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

RETIRED, SAFETY PROFESSIONAL

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

SKIPPED

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

University of the State of New York, BS Physics 1980 University of Southern California, MS Safety 1984

List Civic Activities or Service Organizations (include office held, year began and year ended):

Boy Scouts of America 20 years Scoutmaster, District Chair System Safety Chapter Northern California President

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

Help The Town of Camp Verde by providing sound advice on Issues

*** Have you ever been charged and convicted of a crime:**

NO

If yes, please explain.

SKIPPED

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

Provide the town Council with well thought out perspective on issues. Ensure that the Citizens perspective are included in decisions, Provide the other members of the committee with my personal and professional expertise

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I have 40 years of researching issues and providing solutions to problems

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

****SKIPPED****

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.

I agree

*** Electronic Signature**

Thomas C Noble

*** Application Date:**

04/04/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/14/2025

*** Full Name:**

Monte Pierce

*** Home Address:**

Camp Verde Arizona 86322

Mailing Address, if different:

Camp Verde Az 86322

Email Address:

*** Home Phone or Cellphone:**

Work Phone:

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

46 Years

*** Do you own commercial property in the Town of Camp Verde?**

YES

Name and address of business (if applicable):

Energy Roofers 1630 Roadranger Ln. Camp Verde az 86322

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

SKIPPED

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

SKIPPED

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

Camp Verde School District 1996 Graduate Yavapai College

List Civic Activities or Service Organizations (include office held, year began and year ended):

Diamond S Ditch Board 2007- 2025 United Christian School Board 2008- 2015 Camp Verde Little League Board 2009- 2013

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I would like to be appointed to the planning and zoning commission because I care about the Town of Camp Verde. Camp Verde is on the brink of growing and I feel controlled positive growth is achievable with a common sense approach while adhering to the set guidelines and policies in place.

*** Have you ever been charged and convicted of a crime:**

NO

If yes, please explain.

****SKIPPED****

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

The key responsibility of the commission to the council is to recommend or deny possible developmental ideas happening within the Town of Camp Verde. It is the commissions duty to follow the codes in place and be able to do the due diligence of research to help council make decisions. The commission has a responsibility to the citizens of Camp Verde to make important recommendations for and against possible growth ideas and to adhere to codes already in place.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I feel I am qualified to serve on the planning and zoning commission because I've had experience building in Camp Verde and I work well with others. I'm level headed and listen before making decisions. I have business experience as my roofing company has been successful every year since my acquiring it in 1999.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

****SKIPPED****

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Monte Pierce

*** Application Date:**

04/14/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/16/2025

*** Full Name:**

Jordy Lynn Weaver

*** Home Address:**

camp verde AZ 86322

Mailing Address, if different:

SKIPPED

Email Address:

*** Home Phone or Cellphone:**

Work Phone:

SKIPPED

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

10 years

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

SKIPPED

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Family Nurse Practitioner

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

N/A

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

Central Arizona College - Associate of Applied Science- 12/2010 Arizona State University - Bachelors of Science in Nursing - 8/2015 Chamberlain University - Masters of Science in Nursing - 4/2020

List Civic Activities or Service Organizations (include office held, year began and year ended):

Central Arizona College – Rodeo Team- Treasurer 2005-2007 Central Arizona College – Student Nurses Association Treasurer 2009-2010 Phoenix Children's Hospital- Emergency Room Volunteer Pediatrics - September 2010-April 2011

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I hope to be appointment to the planning and zoning commission to help our community during a critical phase of growth. I have a passion for our small town feel and agriculture, but I also understand that growth is inevitable. I would like to help our community follow the general plan and ensure we grow in the right places, responsibly. As many ordinances are being updated, I feel passionate about ensuring that we update these ordinances with the citizens of Camp Verde in mind.

*** Have you ever been charged and convicted of a crime:**

NO

If yes, please explain.

****SKIPPED****

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

I believe the key responsibilities of a planning and zoning commissioner are to study issues, help with the preparation of plans and ordinances, and review and advise on development proposals, use permit request, zoning change request and more. I feel passionately about ensuring the recommendations made to council are well researched, thought out and include consideration of public input from the community.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I feel that my experience in healthcare management has well prepared me to serve on the planning and zoning commission. Health care management is complex, and I have learned to adjust and adapt to meet the needs of my employer, staff and patients. I work well in group; I am a problem solver and most importantly I listen. I would be honored to serve my community on this commission.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

[Weaver_Jordy_Resume .pdf](#)

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Jordy Weaver

*** Application Date:**

04/16/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/14/2025

*** Full Name:**

Marvin E. Wessel Jr.

*** Home Address:**

Camp Verde Arizona 86322

Mailing Address, if different:

SKIPPED

Email Address:

*** Home Phone or Cellphone:**

Work Phone:

SKIPPED

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

2 years

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

SKIPPED

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Semi-retired. Consulting to landlords of wireless telecommunications sites (regulatory compliance)

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

SKIPPED

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

High school graduate (1978). Completed U.S. Navy technical training as a Cryptologic Maintenance Technician (CTM-2) with 6 years of service maintaining secure microwave communications. Awarded BS in Electronics Technology from Alameda University (life-experience degree, non-accredited). Completed IEEE-certified RF Safety Officer course (2017) with 24 PDHs covering FCC/IEEE human RF exposure compliance.

List Civic Activities or Service Organizations (include office held, year began and year ended):

Voting member of IEEE International Committee on Electromagnetic Safety (ICES) and working subcommittee member of TC95.1 on RF safety standards (volunteer technical advisory role). Served 25 years with the Maricopa County Sheriff's Office Search and Rescue Posse, supporting rural and urban emergency response, public safety events, and community disaster preparedness.

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I want to give back to my community and help guide responsible growth while preserving the rural and historic character that makes Camp Verde special. With decades of experience in technical planning, regulatory compliance, and public service, I feel a strong civic duty to contribute. Serving on the Planning and Zoning Commission is a way to ensure development decisions reflect the community's long-term values and interests.

* Have you ever been charged and convicted of a crime:
NO

If yes, please explain.

SKIPPED

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

The key responsibility is to serve as an impartial and informed advisory body that upholds the Town's General Plan, ensures compliance with zoning codes, and balances growth with preservation. The Commission must offer clear, lawful recommendations to the Town Council while protecting the interests of citizens by promoting transparency, fairness, and thoughtful land use that reflects community values.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I bring over 40 years of experience in land use planning, site development, and regulatory compliance. I've presented before zoning boards nationwide and understand how to interpret and apply technical standards to local policy. My military and public safety background reinforces my commitment to service and integrity. I'm confident in my ability to fairly evaluate proposals and contribute meaningfully to Camp Verde's future.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

SKIPPED

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Marvin E. Wessel Jr

*** Application Date:**

04/14/2025



Town Council

Agenda Information Memorandum

Meeting Date: May 28, 2025

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Town Manager

Staff Resource: Town Manager Miranda Fisher

Agenda Title: Discussion, consideration and possible appointment of one (1) applicant to the Parks and Recreation Commission with a term ending January 1, 2026.

Attached Documents: Applications

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

Following the April 7, 2025 Parks and Recreation Commission meeting, Commissioner Jerry Morris submitted his resignation to Chairperson Dave Grondin. The resulting vacancy was posted on April 8, 2025, with applications due by 5:00 p.m. on May 8, 2025. The Town received four applications by the deadline:

- Robert (Bob) Benson
- Naomi Goodman
- Jessica (Renee) Hall
- Victoria O'Malley

Interviews were conducted on May 15, 2025, by an Interview Committee consisting of Council Members Bolton and Godwin, Town Manager Fisher, and Recreation Leader II Roque Parker. Each applicant was asked a series of structured questions, with responses scored individually. Final scores were then tabulated and averaged to identify the top candidate.

Following this process, the Interview Committee recommends the appointment of Victoria O'Malley to the Parks and Recreation Commission to serve the remainder of Commissioner Hauser's term, which expires January 1, 2026.



Town Council Agenda Information Memorandum

Question(s) before the Council:

- Does Council have any questions for staff?
- Does Council have any questions for the applicant?
- Does the Council support the recommendation that Victoria O'Malley be appointed to the Parks and Recreation Commission to serve until January 1, 2026?

Proposed Motion:

Move to **APPROVE** appointing Victoria O'Malley to the Parks and Recreation Commission with a term ending January 1, 2026.

Alternative Motion:

Move to **APPROVE** appointing **[INSERT NAME]** to the Parks and Recreation Commission with a term ending January 1, 2026.

Boards and Commission Letter of Interest

Parks & Rec Commission

Letter of Interest to Town of Camp Verde

*** Date and Time**

05/05/2025

*** Full Name:**

Robert Allan Benson (Bob)

*** Home Address:**

[REDACTED]

Camp Verde Arizona 86322

Mailing Address, if different:

same

Email Address:

[REDACTED]

*** Home Phone or Cellphone:**

[REDACTED]

Work Phone:

****SKIPPED****

N/A

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

4+

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

****SKIPPED****

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Real Estate Broker, Property Manager, Construction Project Manager, General Foreman Electrician, and Docent

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

****SKIPPED****

*** Board & Commission preference: Select the Board or Commission you are interested in:**

~~Planning & Zoning Commission~~

Park & Recreation Commission

Education and Community Service:

List schools attended (include degree and year):

Cerritos College Associate Degree 2009 IBEW Apprenticeship Journeyman 1980

List Civic Activities or Service Organizations (include office held, year began and year ended):

Rancho Los Cerritos , House and School Docent 2015-2020 Camp Verde Citizen Academy 2025

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I enjoy volunteering and working with the public. I wish to support the town of Camp Verde.

*** Have you ever been charged and convicted of a crime:**

YES

If yes, please explain.

Had a 502 and reckless driving when I was 19 years old. I have been clean and sober since 10/14/1990.

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

Support and suggest operation and policies to assist the Town Council and any other requests. To help make our Parks and Recreation Facilities safe and happy places for all citizens and visitors. Work to make suggestions and policies based on programs and rules without any personal bias.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

My experience in construction project management, managing manpower as a general foreman, volunteering and working with the community at the Rancho Los Cerritos, being a Real Estate Broker and a property Manager are all assets I believe. Outside of feeding the goats and chickens and farming at home, my time is available and flexible to be involved with the Parks and Recreation Commission as well as the Town of Camp Verde that we love.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

****SKIPPED**** *NONE*

*** I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.**

I agree

* Electronic Signature

Robert Benson



* Application Date:

05/05/2025

Cancel

Submit

HAND Delivered

Letter of Interest to Town of Camp Verde

*** Date and Time**

05/08/2025

*** Full Name:**

Naomi Goodman

*** Home Address:**

██████████
Prescott Arizona 86322

Mailing Address, if different:

SKIPPED

Email Address:

██████████

*** Home Phone or Cellphone:**

██████████

Work Phone:

██████████

*** Are you a resident of the Town of Camp Verde?**

NO

Length of residency in the Town of Camp Verde (if applicable):

I am not. I have been managing the Comfort Inn of Camp Verde since January of 24.

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

Comfort Inn Camp Verde- 340 N Goswick Way, Camp Verde AZ 86322

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

General Manager for Comfort Inn Camp Verde; hospitality for 8 years.

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

SKIPPED

Board & Commission preference: Parks & Recreation Commission, Planning & Zoning Commission or Board of Adjustments & Appeals

Parks and Recreation Commission

Education and Community Service:

List schools attended (include degree and year):

Prescott High School (Grad Year 2017 - Dropped out straight for college in 2015) Yavapai College - Computer Networking Technology (2015-2018)

List Civic Activities or Service Organizations (include office held, year began and year ended):

SKIPPED

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I am a mother to five young children who was born and raised in Prescott Arizona. By luck, I began managing the Comfort Inn of Camp Verde. Just in my year and a half in CV, I have seen the need to keep the history and culture while still growing our tourism industry. This is something I would love to assist with, but with small town roots myself. Honestly, if there were more family/friendly things such as a Boys and Girls club or other, it would be easier to move my family.

*** Have you ever been charged and convicted of a crime:**

NO

If yes, please explain.

Speeding tickets?

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

I think the key responsibility of a member is to uphold not only the voice of the town, but also serve as a happy medium between the Town itself and the community members. Often there is a lack of communication (or seemingly) that causes some things not to be done because the right voice isn't there to convey the message. That member is encouraged to be that voice while upholding the standards of the town code and within appropriate limits.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I do not feel I am qualified to serve on the Board, Commission, or Committee; I do feel that I am inclined to try. In the world, there are a number of things that people could be qualified for, but unless given the opportunity, they cannot confidently say that. I do give it my all, sometimes too much, and I have integrity, which is hard to find.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

****SKIPPED****

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.

I agree

*** Electronic Signature**

Naomi Goodman

*** Application Date:**

05/08/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

05/01/2025

*** Full Name:**

Jessica Renee Hall

*** Home Address:**

[REDACTED]

Camp Verde Arizona 86322

Mailing Address, if different:

[REDACTED]

[REDACTED]

Email Address:

[REDACTED]

*** Home Phone or Cellphone:**

[REDACTED]

Work Phone:

SKIPPED

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

6 months

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

430 valle escondido

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

SKIPPED

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

SKIPPED

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Board of Adjustments and Appeals

Education and Community Service:

List schools attended (include degree and year):

Concorde institute/ 2011/ medical assistant Lake tech/ 2004/ culinary arts

List Civic Activities or Service Organizations (include office held, year began and year ended):

Cub scout leader 2012-2016

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

I love this town and our many trails and parks and want to help preserve its beauty.

*** Have you ever been charged and convicted of a crime:**

YES

If yes, please explain.

DUI 2018 I'm now 4 years sober

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

To serve as the people see fit.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I have integrity, honesty and commitment above all else.

Terms and Conditions

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 554-0024, if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Attachment

SKIPPED

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.

I agree

*** Electronic Signature**

Jessica Renee Hall

*** Application Date:**

05/01/2025

Letter of Interest to Town of Camp Verde

*** Date and Time**

04/28/2025

*** Full Name:**

Victoria O'Malley

*** Home Address:**

Camp Verde Arizona 86322

Mailing Address, if different:

SKIPPED

Email Address:

*** Home Phone or Cellphone:**

Work Phone:

*** Are you a resident of the Town of Camp Verde?**

YES

Length of residency in the Town of Camp Verde (if applicable):

I have lived in Camp Verde For 18 years

*** Do you own commercial property in the Town of Camp Verde?**

NO

Name and address of business (if applicable):

NA

If you are not in business in the Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

I am A Social Service Coordinator for The Verde View Senior Apartments

*** Are you serving, or have you ever served, on a Town of Camp Verde board or commission?**

NO

If yes, please list names of board/commission and dates served:

***I am completing this Letter of Interest for the Parks and Recreation Commission.**

*** Board & Commission preference: Select the Board or Commission you are interested in:**

Planning & Zoning Commission

Education and Community Service:

List schools attended (include degree and year):

I hold only a high school diploma. I have actively pursued additional training and education in various topics related to mental health and elderly care. My training includes: Elderly Care and Independence: I have participated in numerous training programs that cover topics such as aging in place, maintaining independence, and providing support to the elderly. These programs have provided me with insights and practical strategies to help elderly individuals live independently and comfortably.

List Civic Activities or Service Organizations (include office held, year began and year ended):

I spend a lot of my time volunteering and advocating for the residents at Verde View.

*** Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

As a Social service coordinator, I have experience in engaging with diverse community members, understanding their needs, and advocating for services that improve their quality of life. This experience is invaluable for a parks and recreation commission, which aims to serve the community by providing accessible and inclusive recreational opportunities.

*** Have you ever been charged and convicted of a crime:**

NO

If yes, please explain.

NA

*** What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde, (c) other Board, Commission or Committee members?**

I believe the roll of a Commission member is to serve as advisors to the town council, providing expert recommendations on matters related to parks, recreation, and public spaces. Commission members actively engage with residents to gather feedback, understand their needs. Parks and recreation commission members have significant responsibilities to each other, including collaboration, communication, respect.

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

I am a good candidate for parks and recreation because I have experience in developing and implementing programs, which is essential for planning recreational activities. I have the ability to advocate for community needs. I am committed to enhancing the quality of life for all residents through inclusive and well-planned recreational initiatives.

Terms and Conditions

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Attachment

SKIPPED

* I understand that selecting this box constitutes a legal signature confirming I acknowledge and agree that all statements in this form are true and correct.
I agree

*** Electronic Signature**

Victoria O'Malley

*** Application Date:**

04/28/2025



Town Council Agenda Information Memorandum

Meeting Date: May 28, 2025

Agenda Item Type:

- ☐ Consent Agenda ☒ Informational Presentation ☐ Discussion Item
☐ Action/Decision Item ☐ Executive Session Request ☐ Other:

Requesting Department: Town Manager

Staff Resource: Town Manager Miranda Fisher

Agenda Title: Discussion about the impact of and resources available to address homelessness in Camp Verde.

Attached Documents:

- Verde Valley Homeless Coalition Presentation

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 20 minutes

Reviewed By:

- ☒ Town Manager ☒ Legal ☐ Risk Management ☐ Finance ☐ Other:

Financial Review (if applicable):

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☐ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

Mayor Marie Moore and former Mayor, now County Supervisor, Dee Jenkins have requested a discussion with Council regarding homelessness in Camp Verde. The goal is to better understand the scope and impact of homelessness in the community, the challenges faced by law enforcement, and the resources available to support these individuals.

To support this conversation, Rhonda Bishop, Executive Director of the Verde Valley Homeless Coalition, and CVMO Commander Dan Jacobs will be in attendance to share their insights and experiences and to answer any questions from the Council.

Connection to the [FY25-FY30 Strategic Plan](#)

By exploring the current state of homelessness and available resources, the Town can better inform policy decisions, enhance interagency coordination, and promote public safety and wellbeing for all residents.

Question(s) before the Council:

- Does the Council have any questions for Town staff and/or Rhonda Bishop?



The Verde Valley Homeless Coalition became a 501(C)(3) in 2018 after spending years prior being an advocacy group for those experiencing homelessness and collecting supplies and equipment to distribute. In 2019 we came to occupy the space we now call home where the Coalition operates a full-time day resource center. People can find a safe space to charge electronics, have something to eat, get water, basic food items for later consumption as well as some clothing items, socks, toiletries and refuge from the weather. The resource center may see up to 40 individuals each day. We also do our best to connect individuals with other services which they might need. This year alone we were able to support 19 people in their journey to treatment, given support in the form of resume building, professional attire, and interview advice which helped 11 get jobs. We have supported 7 people during their move into housing, and worked closely with Adult Protective Services on safe accommodation for vulnerable seniors and various organizations like US Vets for our guests that may have been in the military.

We also operate the only full-time emergency overnight shelter in Eastern Yavapai County housing up to 20 individuals daily. From the time we opened emergency shelter in October 2021 we have seen a steady increase in stays and now are full every night.

In 2022, due to a Community Development Block Grant, we were able to purchase the facility we occupy as well as the adjacent lot and began building a transitional living facility. We opened this 6-bedroom house in early 2024 and we have worked with and helped 4 people transition into permanent housing so far. (For those not aware, transitional housing is the occupation of said housing for a maximum of 24 months).

We began outreach services in 2023 and while we knew the need was great in outlying areas, we did not know how great it was until we began. In mid-2024 we were approached by Nicole from the Camp Verde Library about the numbers of un-housed individuals they were seeing, and we decided it would be worthwhile to go to the library and give people some options and direction to resources. Over the past year we have been able to build relationships with many of the unsheltered individuals in and around the town. Once the public learned of our weekly presence, they began contacting us about specific people and referring people to us for help.

We are hoping to continue the relationship with the Town of Camp Verde and be able to serve in a greater capacity. Unfortunately, homelessness is not something that you can easily get out of, people need support, understanding and access to resources to achieve that goal.

**Meeting Date:** May 28, 2025**Agenda Item Type:**

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Town Manager**Staff Resource:** Town Manager Miranda Fisher**Agenda Title:** Status update on agenda items discussed by Town Council in Q1 2025**Attached Documents:**

Q1 2025 Council Actions & Implementation Status Report

Estimated Presentation Time: 10 minutes**Estimated Discussion Time:** 5 minutes**Reviewed By:**

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

At the request of Councilor Bolton, the Town Manager will provide a quarterly update on the status of agenda items approved in the preceding quarter. The attached report offers a comprehensive summary of actions taken by the Town Council during the first quarter of 2025 (January – March), along with the current status of each initiative.

Connection to the [FY25-FY30 Strategic Plan](#)

This report reflects the Town's continued commitment to advancing Council priorities and achieving strategic goals.

Question(s) before the Council:

- Does the Council have any questions for staff?

Q1 2025 Council Actions & Implementation Status Report

This report provides a comprehensive summary of actions taken by the Town Council in the first quarter of 2025 and the current status of each initiative.

Resolution 2025-1164: Affordable Housing & Short-Term Rentals

Action Taken:

Council adopted Resolution 2025-1164, formally recognizing the national housing crisis and prioritizing affordable housing efforts within Camp Verde.

Current Status:

A copy of the resolution was shared with the City of Sedona to demonstrate solidarity in addressing the regional housing crisis in the Verde Valley.

2025 Citizen Academy

Action Taken:

The Town launched its first-ever Citizen Academy on March 4, 2025. The 8-week program provided residents with an in-depth look at local government operations.

Current Status:

The program concluded on April 23, 2025. Feedback collected after each session indicated a strong appreciation for the opportunity, with participants describing the experience as both educational and eye-opening.

MOU with The Nature Conservancy

Action Taken:

Council approved a Memorandum of Understanding to support the long-term health of the Verde River and its tributaries through collaboration with The Nature Conservancy.

Current Status:

Two projects are actively underway:

- **Streets Yard Retention Pond:** A large retention pond (football field-sized) is being constructed to mitigate stormwater runoff from Industrial following the piping of the ditch. The Nature Conservancy contributed \$50,000; construction is being executed by the Streets Division. Soil from the project is being relocated for future use near the Wastewater Treatment Plant.

- Assured Water Supply & Modeling: A regional water modeling initiative is progressing to address the expiration of the Town's current water supply assurance in 2026. Partnership discussions are ongoing with the Yavapai-Apache Nation.

Sewer Infrastructure Assessment

Action Taken:

Council approved RH Borden & Co. Quotes #2319 and #2562 for sewer acoustic testing and manhole inspections, totaling \$57,288.

Current Status:

The acoustic assessment of sewer mains and the inspection of 100 manholes have been completed and the Wastewater Division is addressing the issued identified.

Acceptance of Parcel APN 403-18-104

Action Taken:

Council authorized acceptance of a donated parcel from Yavapai County, located near Verde River Drive.

Current Status:

Transfer of ownership is complete. The parcel is now officially part of the Town's holdings.

Town Legal Services RFP

Action Taken:

Council authorized release of an RFP for general legal services.

Current Status:

Three proposals were reviewed. Following interviews, Council opted to retain Pierce Coleman LLC as the Town's legal services provider.

Legal Services for Water Resources RFP

Action Taken:

Council authorized release of a separate RFP for legal services specific to water resource issues.

Current Status:

Two proposals were received. Council opted to continue working with Moyes Sellers & Hendricks.

FY25–30 Strategic Plan: Year One Implementation

Action Taken:

Council received a report on the status of Year One (FY24–25) Strategic Plan goals.

Current Status:

All Year One goals have been successfully completed prior to the end of the FY.

Employee Wage Adjustments

Action Taken:

Council approved approximately \$115,000 in wage increases for employees employed prior to July 1, 2024.

Current Status:

Wage adjustments have been processed and implemented for all eligible employees.

Resolution 2025-1166: Verde Lakes Drive Low Water Crossing

Action Taken:

Council approved submission of a federal grant application for \$750,000 under the FY24–25 Rural and Tribal Assistance Pilot Program.

Current Status:

A system error affected all applications nationally, requiring re-submittal. The grant portal has not yet reopened.

Facilities Master Plan RFP

Action Taken:

Council authorized an RFP for development of a comprehensive Facilities Master Plan.

Current Status:

Three proposals were received. Matrix Design Group was selected and Town staff are working on developing the contract.

Use Permit 2024-0369M – Bradshaw Legacy Living

Action Taken:

Council approved a Use Permit with conditions for Bradshaw Holdings LLC on an approximately 8-acre parcel at Coury and Genesis Drives.

Current Status:

Town staff are drafting a Development Agreement for a shared-cost well.

Camp Verde Sports Complex Projects

Action Taken:

Council approved multiple contracts to support infrastructure improvements at the Sports Complex.

Current Status:

Construction and procurement are underway. A formal update will be presented to Council in July 2025. Approved items include:

- Lift Station & Force Main: \$341,570 (Earth Resources Corp.)
 - Electrical Improvements: \$89,185.03 (Fann Environmental)
 - Irrigation Pump Building: \$42,399 (Bunger Steel)
 - Force Main Supplies: \$63,108.18 (Ferguson Waterworks)
 - Irrigation Supplies: \$79,375.73 (Ferguson Waterworks)
 - Lighting (Walkway & Parking): \$311,920 total (Voss Lighting)
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Street Striping Contract – Bid No. 24-198

Action Taken:

Council awarded a street striping contract to Traffic Safety, Inc. in the amount of \$67,307.59.

Current Status:

Work is scheduled to begin on May 27, 2025.

Dangerous Building – 3195 S Dinky Creek Dr.

Action Taken:

Council authorized Town staff and Attorney to pursue legal action to obtain a demolition order and recover abatement costs.

Current Status:

Town is working with legal counsel through the necessary court proceedings.

WIFA Loan for Wastewater Facility Improvements (Resolution 2025-1170)

Action Taken:

Council approved a WIFA loan not to exceed \$800,000 for sludge bed liners and a septage receiving station.

Current Status:

Loan package formally approved by WIFA on May 16, 2025.

Parks, Recreation, Trails & Open Space Master Plan

Action Taken:

Council awarded RFP #2024-201 to Kimley-Horn for \$119,885.00.

Current Status:

Kickoff meeting held on April 30, 2025. Plan development is now underway. The initial kick off meeting with the community is scheduled for July 29, 2025 at the Library. More information to come on this event.

Creation of Special Initiatives Manager Position

Action Taken:

Council approved the creation of a new position and amended the salary table accordingly.

Current Status:

Cliff Bryson, formerly a Planner I, was promoted to the role and began work as Special Initiatives Manager. Cliff started in that role on May 12, 2025.