



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
WORK SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 3, 2025 at 5:00 P.M.
ZOOM MEETING LINK:
<https://us02web.zoom.us/j/88964832898?pwd=HAAIKt9x6w8ZIJTwE6OajbGI3ifNjN.1>
one Tap Mobile: 1-253-215-8782 or 1-346-248-7799
Meeting ID: 889 6483 2898
Passcode: 696956**

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, Patricia Seybold, Vice Mayor Wendy Escoffier, and Mayor Marie Moore.
3. **Pledge of Allegiance**
4. **Discussion and direction to staff regarding Council meeting processes and procedures, including agenda packet preparation and distribution. Topics will include what information should or should not be included in the packet, the potential transition from printed packets to tablets, and other related meeting logistics.** Staff Resource: Town Manager Miranda Fisher.
5. **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 August 28, 2025 at 5:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Jadie Edwards

Jadie Edwards, Acting Deputy Town Clerk



Town Council Agenda Information Memorandum

Meeting Date: September 3, 2025

Agenda Item Type:

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

Requesting Department: Town Manager/Town Clerk

Staff Resource: Town Manager Miranda Fisher

Agenda Title: Discussion and direction to staff regarding Council meeting processes and procedures, including agenda packet preparation and distribution. Topics will include what information should or should not be included in the packet, the potential transition from printed packets to tablets, and other related meeting logistics.

Attached Documents: None

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 30 minutes

Reviewed By:

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

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY26 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

As part of our ongoing effort to refine Council meeting logistics and improve efficiency, staff is seeking Council input on the preparation and distribution of agenda packets, as well as consideration of future technology transitions to reduce costs and streamline operations.

The agenda packet is a critical tool for ensuring that Council has the necessary information to make informed decisions. Currently, it is my philosophy that Council should receive every document relevant to an agenda item, so that Council Members have the option to review all supporting material in detail if they choose. While this approach provides transparency and full context, it often results in very large packets.

Staff is also exploring whether Council would be open to transitioning from printed packets to electronic-only packets (via laptops or tablets). This shift could significantly reduce paper and printing costs while aligning with sustainability goals.

Based on Council's direction, staff will update internal procedures to reflect Council's preferences regarding packet content and distribution. If Council is supportive of an electronic-only transition, staff will also prepare a cost and logistics analysis for implementation.



Town Council

Agenda Information Memorandum

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

Reviewing and refining Council meeting processes ensures that decision-making is transparent, efficient, and supported by complete and accurate information. Exploring a transition to electronic packets also advances the Town's commitment to fiscal responsibility by reducing paper usage, lowering printing costs, and modernizing technology use in government operations.

Question(s) before the Council:

- **Agenda Packet Content:**
 - What specific types of information do Council Members want included in packets?
 - Should staff continue providing all supporting documents, or would Council prefer summaries with detailed documents available upon request?
- **Packet Format and Distribution:**
 - Is Council open to moving toward electronic-only packets using tablets or laptops?
 - If so, would Council prefer Town-issued devices or the option to use personal devices?
- Are there any other changes Council would like to see made to the agenda packets?