



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, JANUARY 14, 2026 at 5:00 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/86026909799?pwd=kDmjbJ84DQrWi1uj2haMMiK0zFiwPg.1>

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

Meeting ID: 860 2690 9799

Passcode: 957481

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, consideration, and possible approval of up to \$250,000 from the existing WIFA infrastructure grant to complete replacement of the Town's remaining water meters, integrate the new meters with Town systems, and conduct visual inspections with photographic documentation at each installation.** Staff Resource: Utilities Director Lisa Vaughan. Pg. 3
- 5. An executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) for legal advice, discussion, and possible instruction to the Town Attorney regarding contracts subject to negotiation; all related to library operations.** Staff Resource: Town Manager Miranda Fisher.
- 6. An executive session pursuant to A.R.S. § 38-431.03(A)(3), (A)(4) and (A)(7) for discussion or consultation for legal advice and to instruct its attorneys regarding contracts that are subject to negotiation for the lease of real property; all related to an Intergovernmental Agreement between the Town of Camp Verde and the Camp Verde Unified School District.** Staff Resource: Town Manager Miranda Fisher.
- 7. 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 January 8, 2026 at 6:00 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: January 14, 2026

Agenda Item Type:

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

Requesting Department: Utilities

Staff Resource: Utilities Director Lisa Vaughan

Agenda Title: Discussion, consideration, and possible approval of up to \$250,000 from the existing WIFA infrastructure grant to complete replacement of the Town's remaining water meters, integrate the new meters with Town systems, and conduct visual inspections with photographic documentation at each installation.

Attached Documents:

- Installation Cost Sheet
- Resolution 2024-1152

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 min

Reviewed By:

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

Financial Review (if applicable):

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

Background Information:

On December 5, 2023, the Water Infrastructure Finance Authority of Arizona (WIFA) and the Town signed the Water Conservation Grant Fund Agreement WC3-114-2024. The total project cost under the Grant Agreement is \$3,100,000, with a grant amount of \$2,325,000. The Town is required to provide a 25% match, amounting to \$775,000. All Town expenditures must be completed by June 30, 2026. The primary cost-share expenditure for the grant match is the replacement of existing meters with advanced cellular read meters. These meters transmit daily readings, which can detect leaks on the customer side of the meter, provide enhanced accuracy, and eliminate the need for staff to manually read meters for billing.

On September 18, 2024, the Town Council approved Agenda Resolution 2024-1152 to purchase the advanced cellular read meters from Metron Farnier LLC and secure a loan for the 25% match, not to exceed \$800,000. In purchasing and installing the meters, it has been determined that Town Water Operations Staff require installation support due to staffing limitations and that additional funds are needed to complete purchasing the meters.



Town Council Agenda Information Memorandum

Town Staff reached out to three companies for installation support and are asking to award the contract to Tierra Water Management, not to exceed \$118,700. Tierra Water Management is to replace the remaining water meters, provide support linking the new meters to Town systems, and perform a visual inspection with pictures at each meter installation, which will aid the Town in completing the remaining lead and copper inventory inspections. It is requested that an additional \$131,300 be provided to purchase any remaining meters and other incidentals as needed to complete the requirements of the WIFA grant.

It is important to note that this request is being brought forward as a sole-source approval. Town staff made a good-faith effort to obtain three competitive bids but were unable to identify multiple firms willing and qualified to perform the required scope of work. Tierra Water Management has demonstrated the capacity and willingness to complete both the meter installations and lead service line inspections. Additionally, Tierra already utilizes the Town's service order software, allowing meter data to integrate seamlessly into the Town's billing system and reducing the risk of data transfer issues or delays.

In conclusion, the total request of \$250,000 will enable staff to award the installation contract to Tierra Water Management and purchase the remaining water meters, ensuring the Town fully meets the requirements of the WIFA grant agreement and completes the project as intended.

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

Approval of the meter installation support and acquisition allows the Town to continue to advance its efforts in upgrading the Town's municipal water system.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion:

I move to **APPROVE** authorizing up to \$250,000 from the existing WIFA infrastructure grant to complete replacement of the Town's remaining water meters, integrate the new meters with Town systems, and conduct visual inspections with photographic documentation at each installation.

OR

I move to **DENY** this request.

Installation pricing -Schedule A

	Discription	Metron Preferred Pricing		
		Qty	Each	Subtotal
1	Installation of utility meters – 5/8x3/4"	1113	\$ 85.00	\$ 94,605.00
2	Installation of utility provided meters – 1"	19	\$ 85.00	\$ 1,615.00
3	Installation of utility provided meters – 1.5" (Flanged)	25	\$ 145.00	\$ 3,625.00
4	Installation of utility provided meters – 2" (Flanged)	49	\$ 145.00	\$ 7,105.00
5	Installation of utility provided meters – 3" (Flanged)	0	\$ 375.00	\$ -
6	Installation of utility provided meters – 4" (Flanged)	2	\$ 375.00	\$ 750.00
		Meter Install	Sub-Total	\$ 107,700.00
7	Install non-functioning Curb Stop (Dry) (Company provided part)-3/4"	As Needed	\$ 65.00	
8	Install non-functioning Curb Stop ((Wet/Live) (Company provided part))-3/4"	As Needed	\$ 195.00	
9	Regrade of meter boxes (As Needed or requested – Does not include boxes incased in concrete)	As Needed	\$ 20.00	
10	Box Replacement (no charge if box is provided by Town-Does not include boxes incased in concrete)	As Needed	\$ 20.00	
11	Pull Box as needed to access meter to safely replace (up to, two boxes deep up to 12" - 24" deep)	As Needed	\$ 75.00	
12	Pull Box as needed to access meter for replacement (3 boxes deep or greater 25" or more in depth)	As Needed	\$ 150.00	
13	GPS Location (Includes Mapping of meter locations at customers request)		\$ 2,500.00	
16	Workflow/Document Management		\$ 2,500.00	\$ 2,500.00
17	Mobilization		\$ 8,500.00	\$ 8,500.00

		Total		\$ 118,700.00
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RESOLUTION NO. 2024-1152

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY BY THE TOWN OF A SIXTH PURCHASE AGREEMENT, A SIXTH TRUST AGREEMENT AND OTHER NECESSARY AGREEMENTS, INSTRUMENTS AND DOCUMENTS; APPROVING THE SALE AND EXECUTION AND DELIVERY OF PLEDGED REVENUE OBLIGATIONS, SERIES 2024, EVIDENCING ALL THE INTERESTS OF THE OWNER THEREOF IN THE PAYMENTS TO BE MADE PURSUANT TO THE PURCHASE AGREEMENT; DELEGATING AUTHORITY TO THE MAYOR, MANAGER AND FINANCE DIRECTOR OF THE TOWN TO DETERMINE CERTAIN MATTERS AND TERMS WITH RESPECT TO THE FOREGOING; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION AND DECLARING AN EMERGENCY

WHEREAS, the Mayor and Common Council of the Town of Camp Verde, Arizona (the "Town"), have determined to finance the costs of improvements to the Town's utility system (the "Project") by entering into a Sixth Purchase Agreement, to be dated as of the first day of the month of the dated date of the hereinafter described Obligations established as provided herein (the "Purchase Agreement"), with U.S. Bank Trust Company, National Association, as trustee (the "Trustee"), in its separate capacity as "Seller"; and

WHEREAS, in connection with the Purchase Agreement, the Mayor and Common Council of the Town have deemed it necessary and desirable to provide for the sale and execution and delivery of Pledged Revenue Obligations, Series 2024, as provided for by this Resolution (the "Obligations"), pursuant to the Sixth Trust Agreement, to be dated as of the first day of the month of the dated date of the Obligations (the "Trust Agreement"), between the Trustee and the Town, evidencing all the interests of the owner of the Obligations in payments to be made pursuant to the Purchase Agreement; and

WHEREAS, the payments represented by the Obligations will be secured by amounts received under the Purchase Agreement pursuant to which the Town will pledge the Excise Tax Revenues and the State Shared Revenues (as such terms are defined in the Trust Agreement); and

WHEREAS, the Mayor and Common Council of the Town will receive a proposal from Stifel, Nicolaus & Company, Incorporated, serving in the capacity of and designated as the placement agent (the "Placement Agent"), and not acting as a municipal advisor as defined in the "Registration of Municipal Advisors" rule promulgated by the United States Securities and Exchange Commission, and has determined that the Obligations should be placed by the Placement

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Agent and pursuant to the Strategic Alliance of Volume Expenditures (SAVE) Cooperative Response Proposal #C-005-1718; and

WHEREAS, the Placement Agent will submit such proposal to place the Obligations pursuant to a Placement Agent Agreement, in substantially the form presented at the meeting at which this Resolution was adopted, to be dated the date of placement of the Obligations (the "Placement Contract"), by and between the Town and the Placement Agent; and

WHEREAS, there have been presented to the Mayor and Common Council of the Town at the meeting at which this Resolution is being adopted the proposed forms of: (1) the Purchase Agreement; (2) the Trust Agreement; and (3) the Placement Contract; and

WHEREAS, financing the costs of the Project pursuant to the Purchase Agreement is in furtherance of the purposes of the Town and in the public interest;

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

Section 1. (a) The execution and delivery of the Obligations by the Trustee is approved.

(b) The Mayor, the Manager and the Finance Director of the Town, or the designees of any of them (collectively, the "Authorized Representatives"), are each authorized to determine on behalf of the Town: (1) the date the Obligations are to be sold to the 2024 Purchaser (as defined herein); (2) the aggregate principal amount of the Obligations (but not to exceed \$750,000 aggregate principal amount); (3) the date the Obligations are to be dated; (4) the dates on which interest on the Obligations is to be payable and the interest rates per annum the Obligations are to bear (but not to exceed, except in case of default or taxability, 5.50% per annum); (5) the dates the Obligations are to be payable (but not later than a final payment date in 2039), the principal amounts to be payable on such dates and the provisions for prepayment thereof in advance of such dates; and (6) the terms upon which the Obligations are to be sold (including determinations of price, original issue discount and premium and placement agent compensation).

(c) The Authorized Representatives are further each hereby authorized to determine on behalf of the Town whether the purchase of an insurance policy securing payment of the Obligations or a surety bond or other reserve fund guaranty would be advantageous to the Town or the terms of the financing represented by the Obligations. The Authorized Representatives are further each hereby authorized to negotiate with and secure, with proceeds of the Obligations or otherwise, such an insurance policy or a reserve fund guaranty, or both, from one or more institutions, the claims-paying ability of which are then assigned one of the two highest rating categories by a nationally recognized credit rating agency. The Authorized Representatives are further each hereby authorized to execute and deliver any instruments or documents necessary in connection with the purchase of any such insurance policy and/or reserve fund guaranty, including those making provision for the repayment of amounts advanced by the institutions issuing such insurance policy and/or reserve fund guaranty.

(d) The form and other terms of the Obligations, including the provisions for the signatures, authentication, payment, registration, transfer, exchange, prepayment and number shall be as set forth in the Trust Agreement and are approved.

Section 2. The Obligations are to be placed by the Placement Agent with a purchaser (the “2024 Purchaser”) pursuant to the terms of the Placement Contract as such terms are to be determined as provided hereinabove.

Section 3. The forms, terms and provisions of the Purchase Agreement, the Trust Agreement and the Placement Contract, in substantially the forms of such documents (including the Obligations and other exhibits thereto) presented at the meeting of the Mayor and Common Council of the Town at which this Resolution is being adopted, are approved, with such final provisions, insertions, deletions and changes as determined as provided hereinabove and shall be approved by the Mayor of the Town, any other member of the Common Council, and, in the case of the Placement Contract, the Authorized Representatives, the execution of each such document being conclusive evidence of such approval. The Mayor of the Town or any other member of the Common Council and, in the case of the Placement Contract, the Authorized Representatives, and the Clerk of the Town, where applicable, are authorized and directed, for and on behalf of the Town, to execute and deliver and attest or approve the Purchase Agreement, the Trust Agreement and the Placement Contract and to take all action to carry out and comply with the terms of such documents.

Section 4. The Trustee (including in its capacity as Seller) is requested to take any and all action necessary in connection with the execution and delivery of the Purchase Agreement and the Trust Agreement and the sale and execution and delivery of the Obligations and is further authorized and directed to take such action as may be reasonable for the administration of the trusts so held by it.

Section 5. The covenants and agreements contained in the Purchase Agreement as to the pledge of and the lien on the Excise Tax Revenues and the State Shared Revenues and the restriction on the issuance of further parity obligations secured by the Excise Tax Revenues and the State Shared Revenues are approved and confirmed.

Section 6. The Authorized Representatives and other officers of the Town, on behalf of the Town, are authorized and directed, without further order of the Mayor and Common Council of the Town, to do all such acts and things and to execute and deliver all such certificates, proceedings, agreements and other documents as may be necessary or convenient to be executed and delivered on behalf of the Town (including entering into any agreements for administrative or procedural requirements requested by the 2024 Purchaser) to evidence compliance with, or further the purposes of, all the terms and conditions of this Resolution and the consummation of the transactions contemplated hereby and as may be necessary to carry out the terms and intent of this Resolution.

Section 7. All actions of the officers and agents of the Town which conform to the purposes and intent of this Resolution and which further the sale and execution and delivery of the Obligations as contemplated by this Resolution, whether heretofore or hereafter taken, are ratified, confirmed and approved.

Section 8. If any section, paragraph, clause or phrase of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or phrase shall not affect any of the remaining provisions of this Resolution. All orders, resolutions and ordinances or parts thereof inconsistent herewith are hereby waived to the extent only of such inconsistency. This waiver shall not be construed as reviving any order, resolution or ordinance or any part thereof.

Section 9. The immediate operation of the provisions of this Resolution is necessary for the preservation of the public peace, health and safety of the Town for the reason that the Obligations authorized herein must be sold immediately to secure the best, available economic terms therefor; an emergency is, therefor, declared to exist, and this Resolution is enacted as an emergency and shall be in full force and effect immediately upon its passage by the Mayor and Common Council of the Town, as required by law, and it is hereby exempt from the referendum provisions of the Constitution and laws of the State of Arizona. After any of the Obligations are delivered by the Trustee to the 2024 Purchaser and upon receipt of payment therefor, this Resolution shall be and remain irrevocable until the Obligations and the interest and premium, if any, thereon shall have been fully paid, cancelled and discharged.

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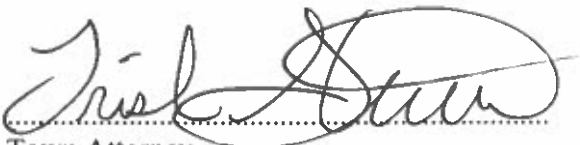
PASSED, APPROVED and ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Arizona, this 18th day of September 2024.


.....
Mayor 9/19/24

ATTEST:


.....
Town Clerk

APPROVED AS TO FORM:


.....
Town Attorney

CERTIFICATION

I hereby certify that the foregoing Resolution No. 2024-1152 was duly passed and adopted by the Mayor and Common Council of the Town of Camp Verde, Arizona, at a regular meeting held on the 18th day of September 2024, and the vote was ...6... ayes and ...0... nays.


.....
Town Clerk