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
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JANUARY 21, 2026 at 6:00 P.M.
ZOOM MEETING LINK:
https://us02web.zoom.us/j/87242052950?pwd=G9rymFIT5gfal3pa4VKfXWAxzBfdPH.1
one Tap Mobile: 1-253-215-8782 or 1-346-248-7799
Meeting ID: 872 4205 2950
Passcode: 978326

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. **Consent Agenda –** All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

   a) **Approval of the Minutes:**
      1) Regular Session – January 7, 2026 at 6:00 p.m. Pg. 5

   b) **Set Next Meeting, Date and Time:**
      1) Work Session – January 28, 2026 at 5:00 p.m.
      2) Regular Session – February 4, 2026 at 6:00 p.m.
      3) Regular Session – February 18, 2026 at 6:00 p.m.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS *§38-431.01(H)*

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on

any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Sustaining Flows, Earth Day, Camp Verde School District, Friends of the Verde River and Verde Valley Housing Advisory Committee.

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

   - **Presentation on the Town Facilities Low-Water Fixture Project Resulting from the EcoBlue Audit.** Staff Resource: Stormwater Specialist Patricia Mancini. Pg. 11
   - **Parks and Recreation Q4 2025 Update.** Resource: Chair Candra Faulkner. Pg. 39
   - **Planning and Zoning Commission Q4 Update.** Resource: Vice Chair Renee Hall. Pg. 43
   - **Presentation of the FY26 Strategic Plan Action Plan Quarterly Update.** Staff Resource: Town Manager Miranda Fisher. Pg. 45
   - **Status update on agenda items discussed by Town Council in Q4 2025.** Staff Resource: Town Manager Miranda Fisher. Pg. 71

8. **Public Hearing Continuation: Discussion, consideration, and possible approval of Ordinance 2024-A508, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 203.A – R1L District, allowing Wedding Venues with a Use Permit.** Staff Resource: Town Manager Miranda Fisher. Pg. 77

   NOTE: The applicant withdrew their request for a text amendment. This agenda item will not be proceeding.

9. **Presentation of FY25 Community Outreach Fund awardee reports and discussion, consideration, and possible direction on FY26 Community Outreach fund distribution.** Staff Resource: Town Manager Miranda Fisher. Pg. 112

10. **Status Update for the Phase 1 Improvement Projects at the Sports Complex.** Staff Resource: CIP Manager Martin Smith. Pg. 139

11. **Discussion, consideration, and possible award of proposal for the installation of the Sports Complex concession and restroom building to AW Contracting in an amount not to exceed $125,000.00.** Staff Resource: CIP Manager Martin Smith. Pg. 141

12. **Discussion, consideration, and possible approval of Change Order 1 for the Sports Complex concession and restroom building to Restroom Facilities, Ltd. in an amount not to exceed $50,000.00.** CIP Manager Martin Smith. Pg. 165

13. **Discussion, consideration, and ratification of Change Orders 1 and 2 for the Community Park Irrigation Improvements Project.** Staff Resource: CIP Manager Martin Smith. Pg. 177

14. **Discussion, consideration, and possible award of proposal for the engineering design of the Moonrise Drive Watermain Replacement Project to Valentine Environmental Engineers in an amount not to exceed $75,000.00.** Staff Resource: CIP Manager Martin Smith. Pg. 191

15. **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 15, 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

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DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JANUARY 7, 2026 at 6:00 P.M.

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

1. **Call to Order**
Mayor Moore called the meeting to order at 6:00 p.m.

2. **Roll Call.**
Councilor Brian Bolton, Councilor Robert Foreman, Councilor Robin Godwin (participated remotely), Councilor Jessie Murdock, Councilor Patricia Seybold, Vice Mayor Wendy Escoffier and Mayor Marie Moore.

Also Present
Town Manager Miranda Fisher, Town Attorney Trish Stuhan, and Town Clerk Leah Rhodes.

3. **Pledge of Allegiance**
Vice Mayor Escoffier led the Pledge.

4. **Consent Agenda –** All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) **Approval of the Minutes:**
   1) Joint Work Session – December 11, 2025 at 6:00 p.m.
   2) Work Session – December 17, 2025 at 5:00 p.m.
   3) Regular Session (Public Portion) – December 17, 2025 at 6:00 p.m.

b) **Set Next Meeting, Date and Time:**
   1) Special Session – January 14, 2026 at 5:00 p.m.
   2) Regular Session – January 21, 2026 at 6:00 p.m.
   3) Work Session – January 28, 2026 at 5:00 p.m.
   4) Regular Session – February 4, 2026 at 6:00 p.m.

c) **Consideration and possible approval of Resolution 2026-1202, appointing Court Administrator Veronica Pineda as an Assistant Magistrate for the Camp Verde Municipal Court for a two-year term.** Staff Resource: Town

Manager Miranda Fisher.

d) **Consideration and possible approval to contract with Daniel B Kaiser to provide defense attorney services for the Camp Verde Municipal Court for a three-year term.** Staff Resource: Town Manager Miranda Fisher.

e) **Consideration and possible approval of Resolution 2026-1203, authorizing the Mayor to advocate on behalf of the Town Council for or against 2026 legislative matters impacting Camp Verde.** Staff Resource: Town Manager Miranda Fisher.

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Foreman, the Council **moved to approve** the consent agenda as presented with a notation of calling out our Court Administrator Veronica Pineda for her good work.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS *§38-431.01(H)*

Public Comment:
Rachel Ross, Melinda Jessop, Cathy Morgan and Rashawn Gilmer with Animal Protectors of the Verde Valley spoke on their concerns with the abundance of animal neglect, abuse, and abandonment after attending an animal neglect workshop.

Mayor Moore directed Town Manager Fisher to follow up with the attendees of the Animal Protectors of the Verde Valley and to report back to Council, including an update on the negotiations to secure a contract with an animal shelter.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend.

DRAFT

The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Sustaining Flows, Earth Day, Camp Verde School District, Friends of the Verde River and Verde Valley Housing Advisory Committee.

The Mayor, Council and Town Manager reported on current and future events as well as items that are in process.

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

- **Administration of Oath of Office of Newly Hired Town Employees.** Staff Resource: Town Clerk Leah Rhodes.

  Town Clerk Leah Rhodes swore in newly hired employees: Utilities Director Lisa Vaughan, Development Services Director Christian Green and Streets Maintenance Worker Andrew James Derby.

- **Northern Arizona Healthcare updates presented by Vice President and Service Area Administrator Rick Gray.** Staff Resource: Town Manager Miranda Fisher.

  Vice President and Service Area Administrator Rick Gray provided an overview of the future direction of Northern Arizona Healthcare. Topics discussed included recruitment challenges, the organization's five-year strategic plan, and plans for construction of a regional hospital facility and a new hospital.

  Operations Director Susan Huerta provided an overview of improvements related to the retention of quality primary care providers, explained the distinctions between immediate care and urgent care, and reviewed the various health care insurance providers.

  Mr. Gray and Ms. Huerta provided a handout to Council and share that the Camp Verde clinic will be transitioning from immediate care to urgent care in the coming months.

  Mr. Gray and Ms. Huerta responded to questions from the Council.

- **Verde Valley Community Development Organization (VVCDO) updates presented by VVCDO Executive Director Mary Chicoine.** Staff Resource: Special Initiatives Manager Cliff Bryson.

  Verde Valley Community Development Organization (VVCDO) Executive Director Mary Chicoine provided an overview of the organization's vision and mission,

Housing Advisory Committee representation, regional planning outcomes, the developable land database, a draft study on housing construction costs, education and outreach programs, the Verde Valley Community Land Trust, and planned next steps and engagement efforts.

Ms. Chicoine responded to questions from the Council.

- **Update on the Draft 2026 General Plan Outreach Efforts.** Staff Resource: Town Manager Miranda Fisher.

  Town Manager Fisher stated that staff will now be hosting a series of General Plan Open Houses in January and encouraged the Council and public to participate.

8. **Discussion, consideration, and possible approval to grant Atlantic Development and Investments, Inc., the developer selected through the Town's January 2022 Affordable Housing Request for Proposals, two Town-financed and budgeted loans for the Sycamore Vista Low Income Housing Tax Credit Affordable Housing Project, in the amount of $125,000 for Phase 1 and $125,000 for Phase 2, to help offset development costs.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher provided an overview of the process of the Request for Proposal (RFP) from January 2022 with Atlantic Development Group. Town Manager Fisher stated the Sycamore Vista Project brings state and federal housing resources into the community. Consistent with the original RFP, the Town intends to provide the developer with two loans of up to $125,000 each, one for each project phase totaling $250,000 and will fulfill the Town's original RFP commitment.

Atlantic Development and Investments Vice President of Development and Asset Management Audrey McEntee provided an overview of Sycamore Vista's Phase 1 and Phase II.

Town Manager Fisher, Town Attorney Trish Stuhan and Ms. McEntee responded to questions from the Council.

On a **motion** made by Councilor Foreman, seconded by Councilor Bolton, the Council **moved to approve** the Phase 1 $125,000 loan and Phase 2 $125,000 loan for Sycamore Vista's Low Income Housing Tax Credit housing development.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

DRAFT

9. Adjournment

Mayor Moore adjourned the meeting at 7:38 p.m.

Mayor Marie Moore

Attest: Leah Rhodes, Town Clerk

CERTIFICATION

I, Town Clerk Leah Rhodes, hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on January 7, 2026. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2025.

Leah Rhodes, Town Clerk

DRAFT

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Meeting Date: January 21, 2026

Agenda Item Type:

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

Requesting Department: Utilities – Stormwater Division
Staff Resource: Stormwater Specialist Patty Mancini

Agenda Title: Presentation on the Town Facilities Low-Water Fixture Project Resulting from the EcoBlue Audit.

Attached Documents:

- EcoBlue Full Audit
- EcoBlue Parts Estimate
- Mr. Rooter Estimate
- Salt River Project Grant Agreement
- The Nature Conservancy Grant Agreement
- The Friends of the Verde River Grant Agreement
- Rural Water Infrastructure Committee Application.

Estimated Presentation Time: 15 minutes **Estimated Discussion Time:** 5 minutes

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:

In March 2025, the Town of Camp Verde (TOCV) had a water audit performed by EcoBlue as a part of the Growing Water Smart grant action plan. EcoBlue determined that the Town could be saving as much as 600,000 gallons of water/year with low water use fixtures. Stormwater Specialist Patty Mancini was tasked with finding funding and getting the installation completed. After speaking with SRP, they graciously offered to fund the fixtures with a $5000.00 Flex for unexpected fixture needs such as supply lines, etc. EcoBlue does not install in this area, so they provided Ms. Mancini an estimate for fixtures and Mr Rooter of Camp Verde is performing the installation. Fixtures were received on December 18th and installation began on January 5th with an estimated completion date of January 31st. Grant reporting to begin immediately following the installation.

Connection to the FY25-FY30 Strategic Plan

This project directly supports our Core Values of Sustainability, Leadership, Integrity, Excellence, and Collaboration. By saving an estimated 600,000 gallons of water each year, we demonstrate our commitment to Sustainability and to responsible groundwater stewardship. We show Leadership in the conservation arena by setting a visible example of what proactive water management looks like in municipal facilities. We uphold Integrity and Excellence by modeling the same practices we encourage our residents to adopt. And finally, this effort highlights Collaboration, made possible through the dedication of our installation partners and the generous support of our funding partners.

Question(s) before the Council:

- Does Council have any questions for staff?

Ecoblue
(520) 407-6788
sales@ecobluecorp.com

Water Audit Prepared for:
Town of Camp Verde, Full Audit
March 19th, 2025

Thank you for the opportunity to demonstrate the water and cost saving opportunities available to you. Please reach out should you have any questions. We look forward to partnering with you on this project.

Grand Total	$39,871
Gallons of Water Saved Annually	591,877
Payback Period in Years	14.69
Estimated Annual Savings Thereafter	$2,714

RECOMMENDATIONS

Location	Current Fixture Type	# of Fixtures	Gallons Per Flush / Gallons Per Minute	Estimated uses / mins day	Recommendation	Gallons Per Flush / Gallons Per Minute	% Water Savings	Water saved annually (gallons)	Annual Cost Savings	Notes
100 Buildings, Admin. | 103 W (Public Side)	Manual Faucet	1	0.5	7	Install HE Flow Controller	0.5	0.00%	0	$0	To achieve laminar flow.
100 Buildings, Admin. | 103 W (Public Side)	Sensor Operated Faucet	1	0.5	7	Install HE Manual Faucet	0.5	0.00%	0	$0	
100 Buildings, Admin. | 103 W (Public Side)	Commercial Floor Mount Toilet with Expos	2	3.5	25	Install Floor Mount HET + HET FV + Sensor	1.28	63.43%	40,515	$188	
100 Buildings, Admin. | 105 M	Manual Faucet	2	0.5	7	Install HE Flow Controller	0.5	0.00%	0	$0	To achieve laminar flow.
100 Buildings, Admin. | 105 M	Commercial Floor Mount Toilet with Expos	2	3.5	10	Install Floor Mount HET + HET FV + Sensor	1.28	63.43%	16,206	$75	
100 Buildings, Admin. | 105 M	Floor Mount Flush Urinal	4	3	15	Install Ecoblue Urinal Flush Saver	3	0.00%	0	$0	*Save up to 90% water usage with reduced flushing*
100 Buildings, Admin. | 103 W (Employee Side)	Commercial Floor Mount Toilet with Expos	2	3.5	15	Install Floor Mount HET + HET FV + Sensor	1.28	63.43%	24,309	$113	
100 Buildings, Admin. | 103 W (Employee Side)	Manual Faucet	1	2	4	Install HE Flow Controller	0.5	75.00%	2,190	$10	
Lower Maintanance Shop | Restroom	Manual Faucet	1	2	5	Install HE Manual Faucet	0.5	75.00%	2,738	$13	
Lower Maintanance Shop | Restroom	Tank Type Toilet	1	1.6	10	Install HET Tank Type Toilet	0.8	50.00%	2,920	$14	
Lower Maintanance Shop | Restroom	Showerhead	1	2	0	Remove	0	100.00%	0	$0	Remove, Install Emergency Shower Outside.
200 Buildings, Museum | Restroom	Manual Faucet	1	1.5	8	Install HE Flow Controller	0.5	66.67%	2,920	$14	
200 Buildings, Museum | Restroom	Tank Type Toilet	1	1.6	30	Install HET Tank Type Toilet	0.8	50.00%	8,760	$41	
200 Buildings, Municipal Court | Restroom	Manual Faucet	1	1.15	4	Install HE Flow Controller	0.5	56.52%	949	$4	
200 Buildings, Municipal Court | Restroom	Tank Type Toilet	1	1	15	Leave As Is	1	0.00%	0	$0	
200 Buildings, Municipal Court | Kitchen	Manual Faucet	1	1.5	3	Install HE Flow Controller	0.5	66.67%	1,095	$5	
300 Buildings, Public Works | HR Restroom	Manual Faucet	1	1	4	Install HE Flow Controller	0.5	50.00%	730	$3	
300 Buildings, Public Works | HR Restroom	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	
300 Buildings, Public Works | HR Restroom	Showerhead	1	1.8	0	Leave As Is	1.8	0.00%	0	$0	Not in use.
300 Buildings, Public Works | Office Restroom	Manual Faucet	1	1.6	4	Install HE Flow Controller	0.5	68.75%	1,606	$0	
300 Buildings, Public Works | Office Restroom	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	
300 Buildings, Public Works | Breakroom	Manual Faucet	1	1	5	Install HE Flow Controller	0.5	50.00%	913	$4	
300 Buildings, Gym | Kitchen	Pre-Rinse Spray Valve	1	1.15	5	Leave As Is	1.15	0.00%	0	$0	

300 Buildings, Gym | Kitchen	Manual Faucet	1	2.5	5	Install HE Flow Controller	0.5	80.00%	3,650	$17	
300 Buildings, Gym | Women's Restroom	Manual Faucet	1	1	10	Install HE Flow Controller	0.5	50.00%	1,825	$8	
300 Buildings, Gym | Women's Restroom	Commercial Floor Mount Toilet with Expose	4	3.5	15	Install Floor Mount HET + HET FV + Sensor	1.28	63.43%	48,618	$226	
300 Buildings, Gym | Men's Restroom	Manual Faucet	1	1.5	10	Install HE Flow Controller	0.5	66.67%	3,650	$17	
300 Buildings, Gym | Men's Restroom	Commercial Floor Mount Toilet with Expose	3	3.5	15	Install Floor Mount HET + HET FV + Sensor	1.28	63.43%	36,464	$170	
300 Buildings, CXT | Showers	Showerhead	4	0.75	13	Leave As Is	0.75	0.00%	0	$0	Vandal Proof Fixtures, Adjust timing to 45 seconds.
300 Buildings, CXT | Women's Restroom	Manual Faucet	2	0.4	7	Leave As Is	0.4	0.00%	0	$0	Vandal Proof Fixtures, Adjust timing to 7 seconds.
300 Buildings, CXT | Women's Restroom	Commercial Wall Mount Toilet with Expose	3	4	17	Install Toilet diaphragm only	1.6	60.00%	44,676	$208	Vandal Proof Fixtures
300 Buildings, CXT | Men's Restroom	Manual Faucet	2	0.5	7	Leave As Is	0.5	0.00%	0	$0	Vandal Proof Fixtures, Adjust timing to 7 seconds.
300 Buildings, CXT | Men's Restroom	Wall Mount Flush Urinal	1	1.6	17	Leave As Is	1.6	0.00%	0	$0	Vandal Proof Fixtures
300 Buildings, CXT | Men's Restroom	Commercial Wall Mount Toilet with Expose	2	4	17	Install Toilet diaphragm only	1.6	60.00%	29,784	$138	Vandal Proof Fixtures
400 Buildings, Eco. Development | Kitchen	Manual Faucet	1	1.5	5	Leave As Is	1.5	0.00%	0	$0	
400 Buildings, Eco. Development | Employee Restroom	Manual Faucet	1	1.5	4	Install HE Flow Controller	0.5	66.67%	1,460	$7	
400 Buildings, Eco. Development | Employee Restroom	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	
400 Buildings, Eco. Development | Public Restroom	Manual Faucet	1	1.6	7	Install HE Manual Faucet	0.5	68.75%	2,811	$13	
400 Buildings, Eco. Development | Public Restroom	Tank Type Toilet	1	1.6	25	Install HET Tank Type Toilet	0.8	50.00%	7,300	$34	
Finance Building | Police Training Room	Manual Faucet	1	2	3	Install HE Manual Faucet	0.5	75.00%	1,643	$8	
Finance Building | Women's Restroom	Manual Faucet	1	2	3	Install HE Manual Faucet	0.5	75.00%	1,643	$8	
Finance Building | Women's Restroom	Tank Type Toilet	1	1.28	10	Install HET Tank Type Toilet	0.8	37.50%	1,752	$8	
Finance Building | Men's Restroom	Manual Faucet	1	2	3	Install HE Manual Faucet	0.5	75.00%	1,643	$8	
Finance Building | Men's Restroom	Wall Mount Flush Urinal	1	1	5	Install Waterless Urinal	0	100.00%	1,825	$8	
Finance Building | Men's Restroom	Tank Type Toilet	1	1.28	5	Install HET Tank Type Toilet	0.8	37.50%	876	$4	
Finance Building | Kitchen	Manual Faucet	1	2	5	Install HE Flow Controller	0.5	75.00%	2,738	$13	
Camp Verde Marshal's Office | Kitchen	Manual Faucet	1	2.5	5	Install HE Flow Controller	0.5	80.00%	3,650	$17	
Camp Verde Marshal's Office | Women's Restroom (Public)	Manual Faucet	1	1.8	4	Install HE Flow Controller	0.5	72.22%	1,898	$9	
Camp Verde Marshal's Office | Women's Restroom (Public)	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	
Camp Verde Marshal's Office | Men's Restroom (Public)	Manual Faucet	1	1.5	4	Install HE Flow Controller	0.5	66.67%	1,460	$7	
Camp Verde Marshal's Office | Men's Restroom (Public)	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	
Camp Verde Marshal's Office | Dispatch	Manual Faucet	1	1	5	Leave As Is	1	0.00%	0	$0	
Camp Verde Marshal's Office | Dispatch Restroom	Manual Faucet	1	3	3	Install HE Flow Controller	0.5	83.33%	2,738	$13	
Camp Verde Marshal's Office | Dispatch Restroom	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	
Camp Verde Marshal's Office | Breakroom	Manual Faucet	1	1.8	5	Install HE Flow Controller	1	44.44%	1,460	$7	
Camp Verde Marshal's Office | Holding Cells	Toilet/Sink Combo	2	3.5	5	Install Toilet diaphragm only	1.6	54.29%	6,935	$32	
Camp Verde Marshal's Office | Evidence	Manual Faucet	1	3.28	5	Install HE Flow Controller	0.5	84.76%	5,074	$24	
Camp Verde Marshal's Office | Women's Restroom (Officers)	Manual Faucet	2	1.15	4	Install HE Flow Controller	0.5	56.52%	1,898	$9	
Camp Verde Marshal's Office | Women's Restroom (Officers)	Tank Type Toilet	1	1.6	10	Install HET Tank Type Toilet	0.8	50.00%	2,920	$14	
Camp Verde Marshal's Office | Women's Restroom (Officers)	Showerhead	1	2	0	Install HE Showerhead	1.5	25.00%	0	$0	Not currently in use.
Camp Verde Marshal's Office | Men's Restroom (Officers)	Manual Faucet	2	1.6	6	Install HE Flow Controller	0.5	68.75%	4,818	$22	Adjust timing on Left Faucet to 7 seconds.
Camp Verde Marshal's Office | Men's Restroom (Officers)	Wall Mount Flush Urinal	2	1.5	6	Install Waterless Urinal	0	100.00%	6,570	$0	
Camp Verde Marshal's Office | Men's Restroom (Officers)	Tank Type Toilet	2	1.6	6	Install HET Tank Type Toilet	0.8	50.00%	3,504	$16	
Camp Verde Marshal's Office | Men's Restroom (Officers)	Showerhead	1	2	8	Install HE Showerhead	1.5	25.00%	1,460	$7	
Camp Verde Marshal's Office | Training Room	Manual Faucet	1	2.2	5	Install HE Flow Controller	0.5	77.27%	3,103	$14	
Wastewater Treatment | Office Restroom	Manual Faucet for Fill Sink	1	1.28	10	Install HE Manual Faucet	1	21.88%	1,022	$5	Utility Sink & Handwashing.
Wastewater Treatment | Office Restroom	Dual Flush Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	Toilet needs re-caulking.
Wastewater Treatment | Kitchen	Manual Faucet	1	1.5	5	Install HE Flow Controller	0.5	66.67%	1,825	$8	
Wastewater Treatment | Laboratory	Manual Faucet	1	2	5	Install HE Flow Controller	0.5	75.00%	2,738	$13	
Wastewater Treatment | Shop Restroom	Manual Faucet	1	1.28	4	Install HE Flow Controller	0.5	60.94%	1,139	$5	
Wastewater Treatment | Shop Restroom	Tank Type Toilet	1	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	4,380	$20	Broken Lid.
Wastewater Treatment | Shop Restroom	Showerhead	1	1.28	25	Leave As Is	1.28	0.00%	0	$0	
Stormwater Building | Restroom	Manual Faucet	1	1.8	10	Install HE Flow Controller	1	44.44%	2,920	$14	
Stormwater Building | Restroom	Tank Type Toilet	1	1.6	4	Install HET Tank Type Toilet	0.8	50.00%	1,168	$5	
Community Library | 1st Floor, Women's Restroom	Sensor Operated Faucet	2	1.15	4	Install HE Flow Controller	0.5	56.52%	1,898	$9	
Community Library | 1st Floor, Women's Restroom	Dual Flush Toilet	2	1.28	15	Install HET Tank Type Toilet	0.8	37.50%	5,256	$24	
Community Library | 1st Floor, Men's Restroom	Sensor Operated Faucet	2	1.15	4	Install HE Flow Controller	0.5	56.52%	1,898	$9	
Community Library | 1st Floor, Men's Restroom	Wall Mount Flush Urinal	1	0.125	15	Leave As Is	0.125	0.00%	0	$0	
Community Library | 1st Floor, Men's Restroom	Tank Type Toilet	1	1.28	15	Install HET Tank Type Toilet	0.8	37.50%	2,628	$12	
Community Library | Breakroom / Event Space	Manual Faucet	2	2.2	7	Install HE Flow Controller	0.5	77.27%	8,687	$40	

Community Library | Childeren's Restroom	Sensor Operated Faucet	1	1	12	Install HE Flow Controller	0.5	50.00%	2,190	$10	
Community Library | Childeren's Restroom	Dual Flush Toilet	1	1.28	25	Install HET Tank Type Toilet	0.8	37.50%	4,380	$20	
Community Library | Staff Restroom	Sensor Operated Faucet	1	1	4	Install HE Flow Controller	0.5	50.00%	730	$3	
Community Library | Staff Restroom	Dual Flush Toilet	1	1.28	15	Install HET Tank Type Toilet	0.8	37.50%	2,628	$12	
Community Library | 2nd Floor, Employee Kitchen	Manual Faucet	1	0.5	7	Install HE Flow Controller	0.5	0.00%	0	$0	
Community Library | 2nd Floor, Women's Restroom	Sensor Operated Faucet	2	1.8	3	Install HE Flow Controller	0.5	72.22%	2,847	$13	
Community Library | 2nd Floor, Women's Restroom	Dual Flush Toilet	2	1.28	12	Install HET Tank Type Toilet	0.8	37.50%	4,205	$20	
Community Library | 2nd Floor, Men's Restroom	Sensor Operated Faucet	2	2	3	Install HE Flow Controller	0.5	75.00%	3,285	$15	
Community Library | 2nd Floor, Men's Restroom	Wall Mount Flush Urinal	2	0.125	8	Leave As Is	0.125	0.00%	0	$0	
Community Library | 2nd Floor, Men's Restroom	Dual Flush Toilet	1	1.28	8	Install HET Tank Type Toilet	0.8	37.50%	1,402	$7	
Butler Park | Women's Restroom	Manual Faucet	1	1.6	7	Leave As Is	1.6	0.00%	0	$0	Vandal Proof Fixtures, Adjust timing to 7 seconds.
Butler Park | Women's Restroom	Commercial Wall Mount Toilet with Expose	1	3	12	Install Toilet diaphragm only	1.6	46.67%	6,132	$29	Vandal Proof Fixtures
Butler Park | Women's Restroom	Commercial Wall Mount Toilet with Expose	1	3.5	12	Install Toilet diaphragm only	1.6	54.29%	8,322	$39	Vandal Proof Fixtures
Butler Park | Men's Restroom	Manual Faucet	1	1.6	7	Leave As Is	1.6	0.00%	0	$0	Vandal Proof Fixtures, Adjust timing to 7 seconds.
Butler Park | Men's Restroom	Wall Mount Flush Urinal	2	2	8	Install Urinal Diaphram Only	0.5	75.00%	8,760	$41	Vandal Proof Fixtures
Butler Park | Men's Restroom	Commercial Wall Mount Toilet with Expose	1	3	8	Install Toilet diaphragm only	1.6	46.67%	4,088	$19	Vandal Proof Fixtures
Butler Park | Concession	Manual Faucet for Fill Sink	1	1.6	3	Leave As Is	1.6	0.00%	0	$0	
Camp Verde Heritage Pool | Women's Restroom	Manual Faucet	2	0.5	8	Leave As Is	0.5	0.00%	0	$0	
Camp Verde Heritage Pool | Women's Restroom	Commercial Floor Mount Toilet with Expos	3	1.6	15	Leave As Is	1.6	0.00%	0	$0	
Camp Verde Heritage Pool | Women's Restroom	Showerhead	4	0.8	200	Install HE Showerhead	0.6	25.00%	58,400	$272	Issues with timer settings on showers, often stay on.
Camp Verde Heritage Pool | Men's Restroom	Manual Faucet	2	0.5	8	Leave As Is	0.5	0.00%	0	$0	
Camp Verde Heritage Pool | Men's Restroom	Wall Mount Flush Urinal	2	1	15	Leave As Is	1	0.00%	0	$0	
Camp Verde Heritage Pool | Men's Restroom	Showerhead	4	0.8	200	Install HE Showerhead	0.6	25.00%	58,400	$272	Issues with timer settings on showers, often stay on.
Streets Division Yard | Restroom	Manual Faucet	1	1.6	4	Install HE Flow Controller	0.5	68.75%	1,606	$7	
Streets Division Yard | Restroom	Tank Type Toilet	2	1.6	15	Install HET Tank Type Toilet	0.8	50.00%	8,760	$41	
Streets Division Yard | Restroom	Showerhead	1	2	0	Leave As Is	2	0.00%	0	$0	Not in use.
Streets Division Yard | Kitchen	Manual Faucet	1	1.5	5	Install HE Flow Controller	1	33.33%	913	$4	
Streets Division Yard | Shop, Utility	Manual Faucet for Fill Sink	1	1.8	10	Install HE Manual Faucet	1	44.44%	2,920	$14	Water sprays everywhere from faucet.
Streets Division Yard | Shop Restroom	Manual Faucet	1	1.6	0	Leave As Is	1.6	0.00%	0	$0	Not in use. May remove at later date.
Streets Division Yard | Shop Restroom	Tank Type Toilet	1	1.6	0	Leave As Is	1.6	0.00%	0	$0	Not in use. May remove at later date.
Animal Impound Lot | Dish Sink	Manual Faucet for Fill Sink	1	1.6	5	Leave As Is	1.6	0.00%	0	$0	
Animal Impound Lot | Restroom	Manual Faucet	1	2.2	1	Install HE Flow Controller	0.5	77.27%	621	$3	
Animal Impound Lot | Restroom	Tank Type Toilet	1	1.6	1	Install HET Tank Type Toilet	0.8	50.00%	292	$1	Change to Elongated Lid style toilet.
							Total:	**591,877**	**$2,714**	

COST BREAKDOWN

Recommendation	# of Fixtures	Cost Per Unit (before tax)	Cost Per Unit (after tax)	Installation Cost Per Unit			Total
Install Floor Mount HET + HET FV + Sensor	13	$625.00	$679.38	$400.00			$14,031.88
Install HET Tank Type Toilet	28	$200.00	$217.40	$200.00			$11,687.20
Install Urinal Diaphragm Only	2	$60.00	$65.22	$65.00			$260.44
Install Toilet diaphragm Only	10	$60.00	$65.22	$65.00			$1,302.20
Install Waterless Urinal***	3	$550.00	$597.85	$400.00			$2,993.55
Install Ecoblue Urinal Flush Saver EUFS-S	4	$307.00	$333.71	$43.00			$1,506.84
Install HE Manual Faucet	8	$200.00	$217.40	$258.00			$3,803.20
Install HE Flow Controller	46	$30.00	$32.61	$32.25			$2,983.56
Install HE Showerhead	10	$60.00	$65.22	$65.00			$1,302.20
*** Labor cost depends on drain heights						**Grand Total**	**$39,871**
						Payback Period (years)	**14.69**

Ecoblue

PO Box 2225
Tucson, AZ 85702

Estimate

Date	Estimate #
7/23/25	945

Name / Address
Town of Camp Verde 880 S. Cowboy Trail, Ste A Camp Verde, AZ 86322

Ship To
Town of Camp Verde 880 S. Cowboy Trail, Ste A Camp Verde, AZ 86322

Terms	Project

Qty	Item	Description	Cost	Total
13	OK-TFM-AS1.28	American Standard Madera FloWise Floor Mounted Elongated Toilet Bowl with Everclean finish (Model 3043.001.020). Sloan Royal Flush Valve 1.28gpf (Model 111-1.28). Elongated Seat, Finish trim & Closet bolts, Gasket. Including ETFS flush valve sensor.	685.00	8,905.00
28	OK-TT-N	Niagara Stealth 2-Piece Toilet 0.8 gpf (Model # 77001RWHAI1), Angle stop, Supply kit & Wax ring	250.00	7,000.00
10	ESDA-1.6	Sloan Royal Dual Filter Diaphragm Assembly - 1.6gpf	40.00	400.00
2	ESDA-0.5	Sloan Royal Dual Filter Diaphragm Assembly - 0.5gpf	40.00	80.00
3	ESWFREE-U	Sloan Waterfree Urinal	650.00	1,950.00
4	EUFS-S	Ecoblue Programmable Urinal Flush Saver with Sleep Mode	307.00	1,228.00
8	Special Order	Manual faucet 0.5gpm	165.00	1,320.00
54	EFC-0.5VP	Flow controller 0.5GPM, laminar flow, vandal proof	30.00	1,620.00
10	Special Order	High Sierra vandal proof, highly efficient shower head	85.00	850.00

Sales Tax (8.7%)	$2,031.71
Total	$25,384.71

Phone #	Fax #	E-mail	Web Site
520-407-6788	520-908-6593	carly@ecobluecorp.com	www.ecobluecorp.com



Mr. Rooter of Yavapai and Coconino Counties
PO Box 4380
Camp Verde, AZ 86322
(877) 759-7555
ROC# 260875

Estimate 185469210
Job 78976
Estimate Date 9/8/2025
Technician Don Darras
Customer PO

Billing Address
Town Of Camp Verde (C)
395 South Main Street
Camp Verde, AZ 86322 USA

Job Address
Town of Camp Verde
395 S Main St.
Camp Verde, AZ 86322 USA

Estimate Details

Town of camp verde: Estimate is for the labor to install the following:

13 toilets with flush sensors
28 toilets
2 urinal diaphragms
10 toilet diaphragms
3 waterless urinals
4 flush saver valves
8 faucets
46 aerators
10 shower heads
1 shower line cap, 1/2” line repair.

Work would be performed in 13 separate buildings. All old fixtures would be disposed of.

All materials are customer supplied. There is no warranty expressed or implied on the fixtures. 2 year warranty on workmanship.

Service #	Description	Quantity	Your Price	Your Total
F4922	Install Customer Supplied Urinal	3.00	$940.38	$2,821.14
F4932	Install Customer Supplied Toilet	41.00	$398.84	$16,352.44
F4904	Install Customer Supplied Lavatory Faucet	7.00	$416.10	$2,912.70
E3001	Install Customer Supplied Kitchen Faucet	1.00	$474.39	$474.39
F4250	Replace Faucet Aerator	46.00	$18.79	$864.34
F4440 2	Install Customer Supplied Shower Head	10.00	$17.69	$176.90
C1584	Removal of debris from the customer location	1.00	$785.57	$785.57
F4936	Install Customer Supplied Diaphragm in toilet or urinal.	12.00	$286.34	$3,436.08
D2500	Repair 1/2" Exposed Water Line, up to 2';	1.00	$365.81	$365.81
B25	Advantage Plan Gold Membership Plumbing 1 year (non refundable) Next years services are: * Water Heater drain and flush * A treatment of Mr. Rooter BioChoice ES of all drains * Plumbing CheckUp * Inspection of Septic Tank, proper access required * Clean Effluent Filter, proper access required * Annual Backwater Valve Maintenance, proper access required	1.00	$199.00	$199.00

Member Savings	$2,702.21
Sub-Total	$28,388.37
Tax	$0.00
Total	$28,388.37

Miranda Fisher 11/19/2025

Thank you for choosing Mr. Rooter Plumbing!

I agree that the initial price quoted prior to start of work does not include any additional or unforeseen tasks. Nor materials which may be found to be necessary to complete repairs or replacements. I also agree to hold Mr. Rooter or its assigns harmless for parts deemed corroded, unusable or unreliable for completion of stated work to be done. I hereby authorize Mr. Rooter to perform proposed work and agree to all agreement conditions as displayed on this document and further acknowledge that this invoice is due upon receipt. Independently owned and operated franchise. Authorized Amount: $28,388.37
Terms and Conditions

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TERMS AND CONDITIONS

It is agreed that Mr. Rooter is not responsible for the following:

1. Damage caused to the customer's property as a result of obtaining access to and exposing plumbing and drainage systems.
2. Additional plumbing work beyond that specifically mentioned in this estimate and proposal including, but not limited to, that which may be required because of preexisting plumbing code violations or additional work revealed to be necessary as a result of performing the specified work.
3. Any repairs, installation, removal or replacement on non-plumbing items or activities including but not limited to: concrete, paving, asphalt, slabs, sidewalks, driveways, patios, pools, shrubbery, grass lawns, fences, electrical wiring and fixtures, painting, decorations, plastering, sheetrock and other wall coverings, glass, carpentry, millwork, cabinets, floors, carpeting, floor surfaces and preparation, roofing, flashing, sheet metal gutters, downspouts, brick, stonework, extension walls, steel and other framework.
4. Damage caused to customer's plumbing system by sewer and drain cleaning equipment when such is caused by pre-existing defects in such plumbing systems.

Customer accepts full responsibility for the prompt payment of all costs of this agreement even though customer may intend to obtain reimbursement from others such as landlords, tenants, insurance companies and tort feasors.

This proposal and said specifications shall not be altered or modified except by written agreement between the parties hereto and verbal understandings and agreements with representatives shall not be binding unless set forth herein.

LIMITED SERVICE WARRANTY

Mr. Rooter warrants, to the extent stated herein, the plumbing repair service and drain cleaning services furnished by it. The stated period of warranty commences upon installation or repair of plumbing or upon cleaning of drains.

Purchaser understands that Mr. Rooter's liability under this warranty is limited to repair, replacement, recleaning or refund of purchaser's money, and does not extend to property damage resulting from drains which become clogged or obstructed or from plumbing work which fails during the agreed upon warranty period.

This warranty gives you specific legal rights. You may also have other rights which vary from state to state.

NOTICE TO OWNER

THE LAW REQUIRES THAT THE CONTRACTOR SHALL SUBMIT A SWORN STATEMENT OF PERSONS FURNISHING MATERIALS AND LABOR BEFORE ANY PAYMENT IS REQUIRED TO BE MADE TO THE CONTRACTOR.

1. Do not sign this contract until you read it or if any spaces intended for the agreed terms, except as to unavailable information, are blank.

2. You are entitled to a copy of this contract at the time you sign it.

3. You may at any time pay off the full unpaid balance due under this contract, and in doing so you may receive a partial rebate of the service charge.

4. You may cancel this contract if it is solicited in person, and you sign it, at a place other than the seller's business address by sending notice of cancellation by certified mail return request receipt requested to the seller at his address which notice shall be postmarked not later than midnight of the third day (excluding Sundays and holidays) following your signing this contract. If you choose to cancel this contract, you must return or make available to the seller at the place of delivery any merchandise, in its original condition, received by you under this contract.

This contractor is registered to do business in the state in which this work is performed. (See registration number on the front side of this contract.) Where required, this contractor has posted with the State all necessary bonds or cash deposits for the purpose of satisfying claims against the contractor for negligent or improper work or breach of contract in the conduct of the contractor's business. This bond or cash deposit may not be sufficient to cover a claim which might arise from the work done under your contract. If any supplier of materials used in your construction project or any employee of the contractor or subcontractor is not paid by the contractor or subcontractor on your job, your property may be liened to force payment. If you wish

additional protection, you may request the contractor to provide you with the original "lien release" documents from each supplier or subcontractor on your project. The contractor is required to provide you with further information about lien release documents if you request it. General information is also available from the licensing board in your state.
The specific telephone number and address of your governing agency can be found by calling 1-800-583-8003 or by writing Mr. Rooter Corporation, P.O. Box 3146 , Waco, Texas 76707.

Arizona Residents Notice to Owner

Property owner has the right to file a written complaint with the registrar for an alleged violation of section 32-1154, subsection A. Complaints must be made to the AZ Registrar of Contractors at (602) 543-1525 or at their website www.azroc.gov within the applicable time period as set forth in section 32-1155, subsection A. This paragraph does not apply to a person who is subject to and complies with section 12-1365.

CALIFORNIA RESIDENTS ONLY NOTICE TO OWNER

"Under the California Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment. This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's subcontractors, laborers, or suppliers remain unpaid.
To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filling a mechanics' lien against your property is 90 days after substantial completion of your project.
TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:
(1)Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from 1 to 5 percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.
(2)Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrar.
(3)Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property; therefore you need to protect yourself. This will help insure that all persons due payment are actually paid.
(4)Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors, and laborers

working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence of a duplex owned by the individuals, the person signing these releases loses the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete. To protect yourself under this option, you must be certain that all material suppliers, subcontractors, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until any and all such liens are removed. You should consult an attorney if a lien is filed against your property."

AGREEMENT

BETWEEN

TOWN OF CAMP VERDE,

AND

SALT RIVER PROJECT AGRICULTURAL IMPROVEMENT AND POWER DISTRICT

This AGREEMENT ("Agreement") is made and entered into as of the 15th day of October, 2025, by and between the Town of Camp Verde ("Grantee") and Salt River Project Agricultural Improvement and Power District, a political subdivision of the State of Arizona ("SRP"; collectively the "Parties").

RECITALS:

1. SRP desires to coordinate with the Grantee to support a water conservation project to increase the water efficiency of indoor fixtures in municipal facilities ("Project"), based on the results of a water audit conducted in March 2025 by Ecoblue®, an established water management consultant.

2. The Parties believe this Agreement will improve water shortage/drought management as well as contribute towards the SRP 2035 Sustainability Goal of five billion gallons of potential water conservation through partnership by 2035.

3. All Parties understand that there are no guaranteed water conservation savings from the Project, but anticipate that the Project will, in the aggregate, result in non-negligible water savings.

4. SRP desires to support and engage with the Project on the terms and conditions of this Agreement.

5. The Grantee desires to administer and implement the Project on the terms and conditions of this Agreement.

NOW, THEREFORE, THE PARTIES TO THIS AGREEMENT HEREBY AGREE AS FOLLOWS:

Section 1. Term

The agreement shall become effective upon full execution thereof and remain in effect until March 1, 2035, unless sooner terminated as provided herein.

Section 2. Termination

This Agreement may be terminated by either party upon thirty (30) days written notice, for reasons that include, but are not limited to, the Grantee's failure to submit the written reports

described in Section 4 below by the prescribed deadline or if SRP's annual review of water savings and expenditures demonstrates that the Project is not, in SRP's sole discretion, resulting in anticipated water savings commensurate with expenditures. Upon termination, all of the Parties' obligations under this Agreement shall cease, unless such obligations expressly survive termination pursuant to the terms of this Agreement. In addition, Grantee may be compensated in an amount proportional to the services provided hereunder as of the date of termination, as determined by SRP in its sole and sound discretion.

Section 3. Compensation

SRP shall make a one-time contribution to Grantee of up to $30,000.00 during the term of this Agreement, as specifically limited by the Project budget and purposes set forth in Attachment A.

Section 4. Project Description and Reporting

The Grantee shall fulfill the obligations required of Grantee as set out in the Project Description and Budget (Attachment A). The Grantee shall submit an annual Project Report to SRP each year by March 1 for four (4) years following the calendar year in which funds supplied by SRP are distributed to Grantee. Each annual report shall include specific water savings data proportionate to SRP's cost-share of the project, including methodology justifications in alignment with those described in Attachment A. Grantee acknowledges that SRP may claim to have funded water savings, if any, attributable to the Project and may make certain environmental or sustainability claims towards the SRP 2035 Water Conservation Goal as a result of funding the Project for up to ten (10) years. Grantee's reporting obligation shall survive termination of this Agreement.

Section 5. Indemnification

The Grantee does hereby covenant and agree to indemnify and hold harmless SRP, appointed or elected boards, committees, and commissions, officers, directors, and employees, individually and collectively, from all fines, suits, claims, demands, actions, costs, obligations, attorney fees or liability of any kind or nature whatsoever arising out of or in connection with this Agreement.

Section 6. Acknowledgement of SRP Support

The Grantee shall acknowledge SRP's financial support of the Project and employ SRP's logo in such acknowledgements. The Grantee and SRP will coordinate to create and approve a joint media release about the Project, including estimated water savings and other details as determined with approval of all Parties. SRP shall provide the Grantee with an opportunity to review and approve all press releases, outreach or other promotional material developed by SRP related to the Project that includes a reference to SRP, Grantee or the SRP and Grantee logos. Grantee shall provide SRP with an opportunity to review and approve all press releases, outreach or other promotional material developed by Grantee related to the Project that includes a reference to SRP or the SRP logo or description.

Section 7. Project Contacts

Principal Grantee Contacts:

Grantee Project Contact	Grantee Administrative Contact
Patricia Mancini Stormwater Specialist Stormwater Division, Utilities 880 S Cowboy Trail, Suite A Camp Verde, Arizona 86322 Patricia.Mancini@campverde.az.gov (928) 554-0824	Miranda Fisher Town Manager Town of Camp Verde 473 S Main Street Camp Verde, Arizona 86322 Miranda.fisher@campverde.az.gov 928-554-0001

Principal SRP Contacts:

SRP Project Contact	SRP Administrative Contact
Caitlin Montano Water Planning Analyst PAB38W, P.O. Box 5202 Phoenix, AZ 85072-2025 Caitlin.Montano@srpnet.com (602) 236-4590	Elvy Barton Senior Manager of Water and Forest Sustainability PAB38W, P.O. Box 52025 Phoenix, AZ 85072-2025 Elvy.Barton@srpnet.com (602) 236-5104

Section 8. Miscellaneous

a) This Agreement does not create a partnership, joint venture or agency relationship among the Parties. No Party shall be responsible or liable for any indebtedness or obligation of the other Party. Nothing contained in this Agreement shall be construed as creating joint and several liability between the Parties.

b) The Parties shall comply in all material respects with applicable laws in using Project funds, including anti-bribery / anti-corruption provisions.

c) This Agreement shall not be construed to create, transfer, forfeit, abandon, or otherwise affect any water rights under state or federal law.

d) SRP shall have the right to designate its own employee representative(s) or its contracted representative(s) to audit and to examine, at its own expense, any cost, payment, aggregated water usage data, or supporting documentation resulting from any items set forth in this Agreement. SRP or its representative(s) shall undertake any such audit(s) at reasonable times and appropriate locations and in conformance with generally accepted auditing standards. Grantee shall fully cooperate with any such audit(s). This right to

audit shall extend for a period of three (3) years following the date of each payment under this Agreement. Grantee shall retain all necessary records/documentation during this audit period or until any dispute in connection with an audit is resolved, whichever is longer. Grantee shall notify SRP in writing of any exception taken as a result of an audit and SRP shall respond in writing to such notification within thirty (30) days. Upon resolution of any exception, the owing Party shall directly refund the amount of any exception to the other Party within thirty (30) days.

e) No party shall be considered to be in default in the performance of any of its obligations hereunder if failure of performance is due to an uncontrollable force. The term "uncontrollable force" shall mean any cause beyond the control of the party affected, including but not limited to failure of facilities, flood, earthquake, tornado, storm, fire, infestation, lightning, epidemic, war, riot, civil disturbance or disobedience, labor dispute, and action or nonaction by or failure to obtain the necessary authorizations or approvals from any governmental agency or authority or the electorate, labor or material shortage, sabotage and restraint by Court order or public authority, which by exercise of due diligence and foresight such party could not reasonably have been expected to avoid and which by exercise of due diligence it shall be unable to overcome. Nothing herein shall be construed so as to require either Party to settle any strike or labor dispute in which it is involved. Either party rendered able to fulfill any obligation hereunder by reason of an uncontrollable force shall exercise due diligence to remove such inability.

f) Any dispute under this Agreement shall first be submitted to the SRP General Manager and the Grantee's chief operating officer. If the matter cannot be resolved by the SRP General Manager and the Grantee's chief operating officer, any Party may bring suit upon the matter, provided, however, that it is expressly agreed that the venue shall only be in Maricopa County Superior Court or its successor court.

g) This Agreement shall be governed and construed in accordance with the laws of the State of Arizona and any applicable federal law.

h) In the event of any future dispute or action arising under this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs incurred therein, including expert witness fees.

i) Pursuant to A.R.S. § 38-511, a Party which is a political subdivision of the State of Arizona may cancel this Contribution Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating this Contribution Agreement on behalf of a Party is, at any time while this Contribution Agreement is in effect, an employee of another Party in any capacity, or a consultant to another Party with respect to the subject matter of this Contribution Agreement. The cancellation shall be effective when written notice is received unless the notice specifies a later time.

j) Grantee acknowledges that, because SRP is a political subdivision of the State of Arizona, SRP and this Agreement are subject to the conditions and requirements of A.R.S. § 35-393.01 and A.R.S. § 35-394.

k) Nothing in this Agreement is intended to waive any sovereign or governmental immunity available to SRP, its employees, managers, officers, or directors under Arizona law or waive any defenses of SRP under Arizona law.

l) All the provisions of this Agreement shall be binding upon, and inure to the benefit of, the Parties and their heirs, successors and assigns; provided, however, that no Party shall assign its rights and obligations under this Agreement to another entity without the written consent of the other Parties. Such consent to assignment shall not, however, be unreasonably withheld, conditioned, or delayed.

m) All notices, requests, demands, and other communications under this Agreement shall be in writing and shall be deemed to have been received either when delivered or on the fifth business day following mailing, by registered or certified mail, postage prepaid, return receipt requested, whichever is earlier, to the addresses set forth above.

n) The terms, covenants and conditions of this Agreement constitute the entire agreement between the Parties, and no understandings or obligations not herein expressly set forth shall be binding upon them. This Agreement may not be modified or amended in any manner unless in writing and signed by the Parties. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

o) SRP and Grantee acknowledge that this Agreement is voluntary.

p) This Contribution Agreement does not confer or imply endorsement of Sponsor by SRP.

By electronically signing this grant letter, the Grantee acknowledges and agrees to the terms and condition herein.

ACKNOWLEDGE AND AGREED

10/21/2025

Miranda Fisher, Town Manager
Town of Camp Verde

Elvy Barton 11/3/25

Elvy Barton, Senior Manager of Water and Forest Sustainability
Salt River Project

ATTACHMENT A: PROJECT DESCRIPTION AND BUDGET

Background & Objectives

Salt River Project (SRP) aims to conserve 5 billion gallons of water through partnership by 2035, as part of a broader 2035 Sustainability Strategy. The Town of Camp Verde ("Town") seeks to improve water efficiency at municipal facilities and build stronger water conservation messaging for residents and businesses. As key watershed partners, SRP and Town of Camp Verde can work together to implement a water efficiency project as part of these shared goals.

In March of 2025, the Town completed a full water audit through the EcoBlue ARID program, an established consultant for best practices in water management (Appendix A). The audit and associated recommendations encompass fourteen municipal facilities, including administrative buildings, Marshal's office, wastewater treatment, community library, parks, pools and an animal impound lot. Ecoblue provided a comprehensive list of potential indoor water fixture upgrades, such as high efficiency toilets, urinals, faucets and showerheads. To support the implementation of water conservation measures as recommended in the Ecoblue Audit, SRP and the Town have agreed to partner on a water efficiency improvement project. Estimated water savings proportionate to SRP's cost-share will be reported and contributed as progress towards SRP's 2035 Community Water Conservation Goal.

Project Budget

SRP will provide $25,385, which is expected to cover the direct purchase of fixtures as listed below. Product details are provided in Appendix B. The Town submitted a River Friendly Living Grant application to nonprofit Friends of the Verde River for an additional $10,000 to support installation labor costs. Any remaining project costs are to be covered or procured by the Town of Camp Verde either through direct funds, additional grants or in-kind matches in the form of internal labor for installation. The Town will be responsible for identifying appropriate contractors and supplemental funds as needed. Changes to the budget due to unexpected equipment needs or field conditions (within the terms of the Agreement, up to a total of $30,000) may be submitted to SRP for approval in writing.

Fixture	# Units Needed	Cost Per Unit	Total Cost
Floor Mount HET + HET FV + Sensor	13	$685.00	$8,905.00
HET Tank Type Toilet	28	$250.00	$7,000.00
Urinal Diaphragm Only	2	$40.00	$80.00
Toilet Diaphragm Only	10	$40.00	$400.00
Waterless Urinal	3	$650.00	$1,950.00
Urinal Flush Saver EUFS-S	4	$307.00	$1,228.00
HE Manual Faucet	8	$165.00	$1,320.00
HE Flow Controller (vandal proof)	54	$30.00	$1,620.00
HE Showerhead (vandal proof)	10	$85.00	$850.00
Sales Tax (8.7%)	-	-	$2,031.71
Total Expected Fixture Cost			**$25,384.71**

Project Timeline

Project Timeline is based on expected progress but is subject to change.

September 2025	Notification of River Friendly Living Grant from Friends of Verde River
November 2025	Agreement approved by Town Council and signed by both parties
December 2025	SRP funds distributed to Town of Camp Verde
January 2026	Ecoblue parts ordered by Town of Camp Verde
March 2026	Parts installed at municipal facilities
April 2026	Joint press release to announce partnership and highlight install
March 2027	First annual water savings report due to SRP

Annual Reporting Schedule

Reporting Period	Report Due
January 1, 2026 – December 31, 2026	March 1, 2027
January 1, 2027 – December 31, 2027	March 1, 2028
January 1, 2028 – December 31, 2028	March 1, 2029
January 1, 2029 – December 31, 2029	March 1, 2030
January 1, 2030 – December 31, 2030	SRP to report average savings from first four years
January 1, 2031 – December 31, 2031	SRP to report average savings from first four years
January 1, 2032 – December 31, 2032	SRP to report average savings from first four years
January 1, 2033 – December 31, 2033	SRP to report average savings from first four years
January 1, 2034– December 31, 2034	SRP to report average savings from first four years
January 1, 2035– December 31, 2035	SRP to report average savings from first four years

Annual reports should detail, at minimum, the total number and status of water efficient fixtures supported by SRP funding in the preceding calendar year, estimated water use compared to a pre-installation base year, and a justification explaining methodology for the estimations. The SRP Project Contact will work directly with the Grantee to determine an appropriate annual report template and methodology. Beginning in 2031, SRP will claim savings towards the 2035 goal based on the average savings from the first four years.

Projected Water Savings and Methodology

EcoBlue projects an estimated 591,877 gallons of total annual water savings for this project. With SRP's expected cost share of 63.4%, approximately 375,250 gallons per year for ten years (project lifetime total of 3,752,500 gallons) will be contributed to the 2035 Community Water Conservation Goal. These preliminary water savings estimates are based on an expected percentage reduction in water use compared to the current fixtures. If available, Parties may elect to utilize real water-use data or other methodologies to quantify the estimated water savings benefits of the Project in the annual reports, in place of these estimates.

Grant number:	AZ-251121
TNC ACCOUNTING INFORMATION	
Project Name:	AZ 1 Verde Rural Communities
Project ID:	P118572 / PRJ000635
Award-Activity ID:	F111054 / GRANT08286
Book ID or Unique ID:	
Source of funds:	☒ Private Foundation ☐ Private

Grant Agreement between The Nature Conservancy and Town of Camp Verde, Arizona

WHEREAS The Nature Conservancy ("TNC") is a U.S. 501(c)(3) non-profit organization, incorporated in the District of Columbia, whose mission is to conserve the lands and waters on which all life depends;

WHEREAS the Town of Camp Verde is a town in Yavapai Country, Arizona (the "Grantee"); and

WHEREAS TNC is pleased to support the Grantee by providing grant funding in the amount and format described in this Grant Agreement (the "Agreement") for the Purpose defined below.

THEREFORE, the Parties hereby agree to the following terms and conditions:

1. Parties.

a. This Agreement is funded by and will be managed through the following TNC Business Unit ("BU"):

TNC BU Name:	Arizona
TNC BU Office Address:	1510 E. Fort Lowell Rd., Tucson, AZ 85719
TNC Project Manager ("PM"):	Selena Pao
TNC PM Telephone:	928-679-0075
TNC PM Email Address:	spa@tnc.org

b. The following entity shall receive the funds as the "Grantee":

Name of Grantee:	Town of Camp Verde
Type of Entity:	Municipal Government
Country/State of Incorporation:	Arizona
Registered Address:	473 S. Main St., Camp Verde, Az 86322
Name and Title of Authorized Representative:	Miranda Fisher Town Manager
Telephone:	928-554-0001
Email Address:	miranda.fisher@campverde.az.gov

2. Grant Purpose and Program. This Grant provides funds to the Grantee for the activities described in the work plan in Attachment A (the "Program"). The Grantee shall comply with the Standard Terms and Conditions in Attachment B.

3. Agreement Term. This Grant shall become effective upon the signature by both Parties and will expire on July 31, 2026.

4. Term of Activities. The Program activities that can be charged to the Grant may start on upon final signature below and may continue until July 3, 2026 (the "Term of the Activities"). With the exception of staff time for the preparation of the final report(s), Grantee may not engage in or charge any activities to the Grant before or after the Term of the Activities.

5. Grant Amount and Disbursement. TNC's disbursement of Grant funds is contingent upon (a) Grantee making satisfactory progress with regard to the Program, and (b) Grantee's timely submission and TNC's approval of any required reports.

This is a fixed-price grant, which means TNC will provide funds in a fixed amount of US$ 12,500 for the successful completion of the Program. TNC will make disbursements according to the following schedule:

#	Disbursement Amount	Description of Milestone required for Disbursement
1	$6,250	Upon contract execution
2	$6,250	Upon receipt and acceptance of Final Grant Report

6. Reporting. TNC reserves 30 days for the review and approval of each report. TNC is not obligated to make any disbursements for reports submitted after the Agreement Term.

Grantee must submit the following reports to TNC by delivering them to Selena Pao, N AZ Water Program Manager, spao@tnc.org; Tom Stitt, Sr. Conservation Financial Specialist, thomas.stitt@tnc.org.

a. Programmatic report(s) must be submitted in accordance with the following schedule:

#	Description of Report	Report due date
1	Interim progress report as per Exhibit A	March 2, 2026

b. A Final Grant Report must be submitted in accordance with the following schedule:

Description	Reporting Period	Report due date
Final Grant Report as per Exhibit A	Entire Term of Activities	July 17, 2026

7. Information on TNC's Donor. As this Grant uses funds provided to TNC from the following donor agreement (the "Prime Grant"), the rights retained by TNC or assigned by Grantee to TNC under this Agreement may also be assigned by TNC to the identified donor. If the Prime Grant expires or is terminated, TNC will have the right to terminate this Agreement as of the expiration date or termination date of the Prime Grant.

Name of Donor	Nina Mason Pulliam Charitable Trust
Title of Prime Grant (if any)	Pulliam 06.01.25 Groundwater Mgt
Term of Prime Grant	6/1/25 – 5/30/27
Additional Terms and Conditions included in Attachment C?	☒ Yes ☐ No

8. Choice of Law; Forum.
This Grant shall be interpreted, construed, and governed by the laws of the state in which the TNC Business Unit set forth on the first page of this Grant is located (excluding its choice of law principles, if any), and such

other U.S. laws as are applicable. In the event of any litigation over the interpretation or application of any of the terms or provisions of this Grant, the parties agree that litigation will be conducted in state in which the TNC Business Unit set forth on the first page of this Grant is located.
Grantee and TNC have executed this Agreement, effective as of the later date written below.

FOR Town of Camp Verde, Arizona

Miranda Fisher

Date: 1/11/2026

FOR THE NATURE CONSERVANCY

Sonja Stupel

Sonja Stupel
Director, Finance & Operations, TNC-AZ

Date: January 13, 2026

ATTACHMENTS

Attachment A – Work Plan
Attachment B – TNC Standard Terms & Conditions for Grants
Attachment C – Prime Grant Additional Terms and Conditions

Attachment A
Work Plan

Objectives

The Town of Camp Verde partnered with EcoBlue to conduct a comprehensive water audit of all Town-owned facilities. The purpose of the assessment was to identify inefficiencies and opportunities for water conservation. EcoBlue's findings revealed that by upgrading outdated fixtures to modern, low-flow alternative, the Town could reduce its annual water consumption by approximately 591,877 gallons.

This initiative reflects the Town's commitment to responsible water stewardship. By taking proactive steps to conserve water within Town's operations, they aim to lead by example and demonstrate to residents that meaningful conservation begins with small, attainable changes. Reducing groundwater demand today helps ensure a sustainable and resilient water supply for the further of Camp Verde.

Scope of Work

1. Purchase all replacement fixtures for Town owned facilities.
2. Install and replace all fixtures.

Deliverables and Due Dates

- Grantee will provide an interim progress report on activities and outcomes by March 2, 2026.
- Grantee will provide a final report on activities and outcomes by July 17, 2026.

Workplan Overall Budget

Organizational contributions	Amount
SRP	$ 30,000
Friends of the Verde River	$ 7,637
TNC	**$ 12,500**
Total	$ 50,137

Attachment B
Standard Terms and Conditions for Grants < US $300,000

1. **Use and Management of Funds.** The Grantee agrees to use the Grant funds exclusively for the Program. Any disallowed expenditures or Grant funds not expended or committed for the Program must be returned to TNC within 60 days following the end of the Agreement.

2. **Intellectual Property.** All rights, title, and interest in and to any materials developed with the Grant funds vests in Grantee with TNC receiving a fully paid, non-exclusive, perpetual, irrevocable, royalty-free, worldwide, sublicensable, transferable, assignable license to modify, publish, reproduce, distribute, make derivative works from, make publicly available, share, and otherwise use in all media, whether now known or otherwise, the same. Grantee must provide TNC with copies of all materials at no cost.

3. **Acknowledgements and Name/Logo.** Grantee must acknowledge TNC's support of the Program in all relevant media announcements, programs, and publications and obtain TNC's prior consent to the proposed acknowledgments. However, Grantee may not use TNC's name or logo for any other reason without prior written permission from TNC.

4. **Termination.** TNC has the right to terminate this Agreement by giving 30 days written notice to Grantee of intent to terminate, which shall allow 15 days to conclude Program activities and another 15 days for the preparation of any final report(s) before the revised expiration date of the Agreement Term. Payment for activities satisfactorily completed, as determined by TNC, will be adjusted accordingly and, if applicable, Grantee must promptly return unused funds to TNC.

5. **Miscellaneous.** Grantee must notify TNC immediately of any change in Grantee's corporate status and/or tax-exempt status. Grantee may not publish or divulge any information marked as "confidential" without TNC's prior written consent and agrees to use confidential information solely in furtherance of the Program. Grantee must maintain accurate records of its costs and expenses for three (3) years and make the same available to TNC's internal and external auditors upon request. Grantee may not use or allow others to use any portion of the Grant Funds to cause any impermissible private benefit or any private inurement to occur or to take any other action inconsistent with Section 501(c)(3) of the U.S. Internal Revenue Code. Unless specifically authorized in Attachment A, Grantee may not use any portion of the Grant funds to engage in any lobbying activities, attempt to influence legislation, or to participate or intervene in any political campaign, on behalf of or in opposition to any candidate for public office. Grantee expressly assumes all liability for the Grant activities including personal injury, property damage, and injury to third persons and agrees to hold TNC harmless from the same. Neither this Agreement nor the Grant may be assigned by Grantee in whole or in part without TNC's prior written permission.

6. **Authorizations.** Grantee represents that it can lawfully work in the jurisdiction where the Program activities will be performed and has or will obtain (at Grantee's expense) any necessary permits, licenses, or authorizations. This includes, without limitation, a property owner's prior permission to enter upon private property and any related permissions to ensure TNC has any future permissions necessary for completion of the Program, if applicable.

7. **Monitoring and Oversight.** TNC may monitor and evaluate the Program's activities, which may include, among other things, visits by TNC personnel and agents, discussions with Grantee's personnel, and review of financial and other records and materials related to the Program activities financed by the Grant in an effort to determine whether Grantee's activities meet TNC's funding objectives.

8. **Code of Conduct and Helpline.** TNC expects itself and everyone with whom it does business to conduct themselves in ways that are consistent with its TNC's Code of Conduct found at www.nature.org/codeofconduct. Anyone (whether an employee of TNC or not) may contact the TNC

Helpline (anonymously, if desired) with questions, concerns, or suspected violations at www.nature.org/tnchelpline.

9. **Compliance with Laws and other Safeguards.** Grantee represents, warrants, and agrees that Grantee:

   a. will work with, and require all authorized subgrantees to work with, TNC to identify material risks and develop and implement appropriate environmental and social safeguards (e.g., consistent incorporation of free, prior, and informed consent) when and if the Services could directly impact Indigenous Peoples or Local Communities (IPLCs). Implementations plans must include periodic consultation with TNC;

   b. will comply with all applicable human rights laws, statutes, regulations, and codes as well as any human rights policy, standard operating procedure, guideline, or procedure adopted by TNC and shared with Grantee. Furthermore, in executing the Program activities, the Grantee shall respect human rights by: (a) identifying, preventing, and mitigating any potential or actual adverse human rights impacts resulting from its activities or the activities of its subcontractors, subgrantees, suppliers, or similar third parties; and (b) remediating any actual adverse human rights impacts which it causes or to which it contributes as soon as is practicable. Finally, the Grantee represents and warrants that neither Grantee nor any of its employees has been found at fault or penalized for any human rights violations or creating an adverse impact on human rights;

   c. will not discriminate against any individual or group on the basis of race, religion, age, sex, national origin, citizenship, disability, sexual orientation, genetic information, or veterans/national guard/military reserve status. If any U.S. government funds are transferred under this Agreement, Grantee is also subject to Title VI of the Civil Rights Act of 1964 and related statutes, which prohibit discrimination based on race, color, national origin, age, or disability, in federally funded programs. Grantee hereby certifies compliance with all federal, state or applicable antidiscrimination laws and related statutes, which prohibit discrimination based on race, color, national origin, age, or disability;

   d. is not registered under the U.S. Foreign Agent Registration Act. The Parties further agree that the activities contemplated by this Agreement are undertaken at the discretion of each Party.

   e. will not take any actions that might cause TNC to be in violation of the laws, statutes, regulations, or similar rules mentioned in this section (collectively, "Applicable Laws"); and

   f. will immediately notify TNC in writing if any of the representations, warranties, certifications, statements, or agreements in this section change before or during the Agreement Term.

   If TNC determines that any of the representations, warranties, certifications, statements, or agreements in this Section are false, no longer valid, or have materially changed, whether the Grantee is at fault or not, TNC may terminate this Grant effective immediately upon written notice to Grantee, with no further obligation by TNC under this Grant, including payment, and TNC may pursue all available remedies under Applicable Laws.

10. **Binding Effect; Amendments.** This Agreement supersedes all prior or contemporaneous oral or written communications relating to the Grant and constitutes the entire agreement between the Parties relating to the Grant. No amendment to this Agreement will be effective except in writing signed by both Parties.

[End of Attachment B for Grants < US $300,000]

Attachment C

Prime Grant Additional Terms and Conditions

PUBLICITY. Until such time as the Trust notifies the Grantee that the Trust's identity as the grantor may be released publicly, the grantor shall be identified as anonymous and the Grantee shall not make any public reference to the Trust or to Mrs. Pulliam. At such time as the Trust approves a public release, the grant shall be recognized in publications and announcements as being awarded by the Nina Mason Pulliam Charitable Trust. If the Grantee wishes to issue a news release concerning the grant, the text of the proposed release must be submitted to the Trust for review prior to the release date. No release shall be made without the Trust's approval.

October 7, 2024

Miranda Fisher

Town of Camp Verde

395 S Main Street

Camp Verde, AZ 86322

Dear Miranda,

It is my pleasure to inform you that Friends of the Verde River has approved a grant to you, Town of Camp Verde (Grantee) in the amount of $7,637. The project term will be October 7, 2025, through June 30th, 2026. For the purposes of this grant (Grant), Friends of Verde River, a nonprofit corporation in the state of Arizona and the administrator of the River Friendly Living program, will be referred to as the Grantor. This grant is subject to the following terms and conditions:

1. **Purpose:** The purpose of this grant is to support the **Fixture Retrofit Project** as described in your grant proposal.

2. **Amount: Seven Thousand Six Hundred Thirty-Seven ($7,637)**
Grant funds will be made available upon return of a signed acceptance letter and W9 form.

3. **Reporting:** Grantee will provide Grantor with photograph evidence of the project's completion no later than June 30th, 2026.

4. **Quantifying Water Savings:** FVR will assess whether the Project's functions are sufficient to generate measurable water savings ("Conserved Water"). If the project is determined to result in water savings, this savings will be recorded as credits in the Verde River Exchange program operated by FVR. This shall not constitute a purchase, lease, shared use, transfer, or exchange of water or water rights.

5. **Representations:** Grantee represents and warrants to Grantor that:
   a) In no event will Grantee use any grant funds to:

      (i) carry on propaganda, or otherwise attempt to influence legislation; or

(ii) to influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive

b) Grantee will comply with all applicable laws and regulations

5. **Repayment:** Grantee agrees to repay to Grantor any portion of the grant funds not used for the grant's purposes, or any portion of the grant funds not spent by June 30, 2026.

6. **Release and Indemnity:** Unless prohibited by law, Grantee will release, indemnify, defend and hold harmless Grantor and its directors, officers, employees and agents from any and all claims, actions, suits, demands, damages, losses, expenses and liabilities arising out of or related in any way to the actions or omissions of Grantee (or its directors, officers, employees, agents or contractors) in connection with the Grant and the project funded by the Grant, except to the extent caused by the Grantor's (or its directors', officers', employees' or agents') negligent actions or omissions. Grantee further agrees to carry insurance in such forms and amounts as are commercially reasonable and appropriate to cover Grantee's operations and to enable Grantee to indemnify and defend the Grantor as provided hereunder.

7. **Contact:** For all communications regarding this grant, please contact Isaac Dudley, Flows Program Manager at IsaacD@VerdeRiver.org or 928-821-2002.

On behalf of Friends of the Verde River, I wish you the best of luck on your exciting project.

Sincerely,

W. David Gressly

David Gressly
Executive Director

ACKNOWLEDGED AND AGREED

By: Miranda Fisher Date: 10/11/2025

Signature of authorized signatory

Rural Water Infrastructure Committee
Project Information Form

RWIC values the opportunity to meet with you to discuss your project. Please provide as much information as possible about your project and resource needs to more easily facilitate participation from the appropriate funding agency.

General Information	I am heading up a project to replace high water use fixtures with low water use ones in all Town Facilities		
Name of Facility/System:	Town of Camp Verde		
Drinking Water System ID Number (if applicable):		**County:**	Yavapai
Type of Organization:	Municipality Special/Domestic District Private Co-op Tribal Non-profit (501(C)) Other (please explain):		
Contact Name:	Patty Mancini	**Title:**	Stormwater Specialist
Telephone Number:	928-554-0824	**E-mail Address:**	patricia.mancini@campverde.az.gov
System Address:	395 S Main Street	**City:** Camp Verde	**State:** AZ **Zip:** 86322
Demographic & Service Area Information	There are 13 facilities effected by this project		
Type of Project:	( ) Water ( ) Wastewater ( ) Other (please specify)	Water Conservation	
Population of Service Area:	12,608	**Number of Connections or Users:**	N/A
Avg. Monthly Residential Fee (base + use):	N/A	**Approx. Median Income in Service Area:**	$58,383.00

Project Description

Explain Problem: Currently we have high water use fixtures in place in all Town facilities. This is estimated to waste 600,000 gallons of water per year. SRP has funded the fixtures ($25,384.71), Friends of the Verde River has funded $7,637 and The Nature Conservancy has pledged $12,500 both toward installation labor costs. This leaves a deficit of $8251.37 at this time.

Proposed Solution: Replace high water use fixtures with low water use fixtures throughout all Town Owned Facilities, thus saving 66 days of drinking water for the entire population of the Town of Camp Verde, (Current population 12,608)

Estimated Project Cost:	$53,773.08	**Estimate Provided By:**	Mr Rooter & EcoBlue
Date of Estimate:	Mr Rooter 9/8/25 & EcoBlue 7/23/25		

Challenges/Assistance Needs (check all that apply):

( ) Not Certain of How and Where to Begin
( ) Public Is Unaware of the Problem
( ) Need Qualified Consultants
(X) Need Funding
( ) Environmental Issues
( ) Rate Studies/Setting
( ) Lack Public Support for Solution
( ) Experiencing Technical Problems
( ) Regulatory Problems
( ) Other (please explain):

If environmental, compliance or other issues are relevant, please explain:

Prior Assistance

Have you previously contacted any agencies or lending sources about funding? If yes, please identify organization.

( ) BECC ( ) BOR ( ) CDBG ( ) USDA Rural Development
( ) WIFA ( ) NADBank ( ) RCAC
(X) Other: The Friends of the Verde River, The Nature Conservancy, Sonoran Institute(denied), Salt River Project

Have you received on-site technical assistance? If yes, please identify organization.

( ) ADEQ ( ) RCAC ( ) RWAA (X) Other (please identify): EcoBlue audited our facilities

Send the completed form to Sara Konrad, RWIC Coordinator, via e-mail (konrad.sara@azdeq.gov) or Hannah Walker (walker.hannah@azdeq.gov). If you have questions, feel free to call Sara at 602-771-4734 or Hannah at 520-628-6729.

Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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

Requesting Department: Parks & Recreation Commission
Resource: Parks & Recreation Commission Vice Chair Mary Hughes

Agenda Title: Parks & Recreation Commission Q4 2025 Update

Attached Documents: Q3 2025 Update

Estimated Presentation Time: 5 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:

Parks & Recreation Commission Vice Chair Mary Hughes will present an update on the Parks & Recreation Commission's activities from October - December 2025.

Connection to the FY25-FY30 Strategic Plan

Keeping the Town Council and community informed about the work of Boards and Commissions exemplifies Effective Governance.

Question(s) before the Council:

- Does the Council have any questions for Vice Chair Hughes?

Town of Camp Verde Parks & Recreation Commission

Fourth Quarter 2025 Report to Town Council

The Town of Camp Verde Parks & Recreation Commission respectfully submits the following summary of activities, actions, and accomplishments for the fourth quarter.

Commission Activities & Engagement

During this quarter, the Commission remained actively engaged in advancing Parks & Recreation initiatives through meetings, training, public engagement, and interdepartmental collaboration.

- Commissioners received multiple pool-related updates, were kept informed of ongoing communications between the School District and the Town and provided input on the public survey questions to be released via social media.
- In groups of two, commissioners participated in meetings with Kimley-Horn's Team to discuss elements of the Parks & Recreation Master Plan.
- Most of the commissioners completed Active Shooter Training on November 6.
- The Commission supported community engagement through participation in Trunk-or-Treat, Fort Verde Days and Christmas on Main, strengthening our visibility and public connection.
- The Commission welcomed new Commissioner Shane Gerhardt.
- Each Commissioner serves on one or more committees or working groups (e.g., Heritage Pool, Sports Complex, Master Plan). Updates are shared at each Commission meeting to keep the Commission informed and aligned with related Town initiatives related to Parks and Recreation.
- Three Commissioners were appointed to the Town's 40th Anniversary Committee, with planning underway for a celebration aligned with the August 2026 State of the Town address.
- The Commission reviewed and discussed the General Plan, identifying key themes relevant to parks, trails, recreation, and open space.
- A presentation on the installation of soil monitoring equipment at the Community Center Field and Auturo Park was received.
- Commissioners had the opportunity to meet new and existing Parks & Recreation staff and learn more about each of their roles and responsibilities.

Formal Actions & Recommendations

The Commission took the following formal actions during the fourth quarter:

- Voted to approve forwarding the transfer of Verde Lakes Park from the Verde Lakes Recreation Committee to the Town of Camp Verde for consideration and action by Town Council.
- Voted to approve advancing to the Council a new See My Legacy subscription to support the community memorial program, with future potential for expanded use including project-based fundraising, interactive tours, volunteer management, and vendor registration.

Closing

The Parks & Recreation Master Plan is the most significant initiative currently before the Commission. It will guide the Town and the Parks & Recreation Department in making informed, community-driven decisions related to parks, trails, facilities, and recreational programming, ensuring that future investments enhance quality of life for residents of all ages. The project is currently in the data-gathering phase, with a focus on collecting community input regarding desired amenities and programs.

Community members may complete the survey online or in person. Kimberly Horn's team has attended recent events and will be present at the Touch a Truck and Pecan & Wine Festival to gather community input. We encourage residents to visit envisioncampverde.com to learn more about the Master Plan and participate in the survey.

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Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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

Requesting Department: Planning & Zoning Commission
Resource: Planning & Zoning Commission Vice Chair Renee Hall

Agenda Title: Planning & Zoning Commission Q4 2025 Update

Attached Documents: Q3 2025 Update

Estimated Presentation Time: 5 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:

Planning & Zoning Commission Vice Chair Renee Hall will present an update on the Planning & Zoning Commission's activities from October - December 2025.

Connection to the FY25-FY30 Strategic Plan

Keeping the Town Council and community informed about the work of Boards and Commissions exemplifies Effective Governance.

Question(s) before the Council:

- Does the Council have any questions for Vice Chair Hall?

TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION

Q4 2025 Update before Council:

THURSDAY October 9, 2025, at 6:00 P.M. – Regular Session

- Swearing in of the new Planning and Zoning Commissioner: Jessica Renee Hall.
- Unanimously recommended the expansion of the Camp Verde Marshal's Office Evidence Impound Lot located at 646 South 1st Street.
- Staff presented draft of General Plan and discussion in preparation of joint meeting with mayor and council.

THURSDAY October 23, 2025, at 6:00 P.M. – Cancelled

THURSDAY November 6, 2025, at 6:00 P.M. – Special Session

- Invited by Mayor and Council to attend executive session with other commissions regarding confidential law enforcement training protocols. Purpose of session was to discuss security plans, procedures, and assessments relating to the safety of public buildings and facilities and provide active shooter training to public officials.

THURSDAY November 13, 2025, at 6:00 P.M. – Regular Session

- Unanimously recommended (6-0 Vice-Chair McPhail absent) approval of Ordinance 2025-A507, to the Mayor and Common Council to amend the Planning and Zoning Ordinance Part 5 – Subdivision Ordinance due to HB2447 that was adopted by the Arizona Legislature and to also include open space amendments suggested by Commissioner Scantlebury.
- Discussion of feedback on General Plan.

THURSDAY December 11, 2025, at 6:00 P.M. – Work Session

- Presentation and discussion of the Draft 2026 General Plan jointly with Mayor, town council and P & Z Commission. Plan was reviewed page by page with additional information provided by participants that were also members of the Technical Advisory Group (TAG).

Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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: Presentation of the FY26 Strategic Plan Action Plan Quarterly Update.

Attached Documents:

- Quarterly Update Presentation

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

At the January 21st Town Council meeting, Town Manager Miranda Fisher will provide an update on progress made for each of the "Year Two (FY26) Action Plan" goals and priorities.

A copy of the FY25-30 Strategic Plan and the Year Two (FY26) Action Plan can be accessed here: Camp Verde, AZ

Question(s) before the Council:

- Does the Council have any questions about the progress made on the "Year Two (FY26) Action Plan"?



FY25-30 Strategic Plan Update #2 for Year Two

Core Elements



Vision

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



Mission

We serve by honoring our past and embracing our future.



Values

Respect
Sustainability
Accountability
Collaboration
Leadership
Integrity
Excellence
Diversity



Focus Areas

Resilient Economy

A diversified economy that supports the community's ability to grow, thrive, and adapt.

Recreation & Activities

Enhancing our unique location and historic culture through building, maintaining, and marketing amenities and events while engaging the community.

Community Infrastructure

The public structures and facilities that support community and economic development. Infrastructure expansion and maintenance is planned through fiscally responsible policies.

Effective Government

An awareness of citizen needs and providing necessary services through fiscal responsibility, transparency, innovative business practices, use of new technology, investing in employees, and leveraging Town partnerships.

Economic Resiliency

Increase tourism and retail-related revenue by 2027.

Year 2 Action Items	Responsible Party(ies)	Status Update
Launch tourism marketing strategy to increase tourism revenue and visitation and leverage the expertise of the Tourism Working and Engagement Group.	Economic Development	The Town Council contracted with Axis Culture Group on November 5, 2025, to execute the marketing strategies outlined in the Tourism Marketing Plan. Christian Green was hired as the Town's new Development Services Director overseeing Economic and Community Development. Christian has an extensive background in revenue generation endeavors and will be a major asset to the Town. Christian started on January 5, 2026. The Tourism Working and Engagement Group (TWEG) continues to meet monthly to work on advancing some of the goals and objectives set out in the plan. The Town Manager will be opening applications for the TWEG in Q1 2026 to diversify participation.



Economic Resiliency

Increase tourism and retail-related revenue by 2027.

Year 2 Action Items	Responsible Party(ies)	Status Update
Implement marketing campaigns to stimulate local resident and visitor spending. Explore how to further promote local businesses. Leverage partnerships such as the Greater Verde Valley Chamber of Commerce.	Economic Development	The Town held a kickoff meeting with Axis Culture Group on November 18, 2025, and they are already started working on developing marketing materials. The Town continues to work with the Chamber of Commerce and have held various trainings at the BRIC with them, including most recently, a Business Mixer. The Economic Development Department with collaboration from TWEG has established the "Tourism Marketing Business Inclusion Policy", which establishes guidelines for how the Town of Camp Verde Tourism Program may include, reference, or promote local businesses, attractions, and organizations in its tourism marketing efforts. The goal of this program is to strengthen the local visitor economy by highlighting experiences and services that enhance Camp Verde's appeal while ensuring fair and consistent treatment of all businesses (see attached policy). A copy of the policy has been included in the agenda packet and will be made available online soon.
Continue proactive outreach to retail developers and boost retail and business recruitment by increasing Town participation/representation at retail development events (e.g. ICSC).	Economic Development	Town staff meet with Retail Coach monthly and are working with them to actively pursue leads with businesses who are interested in coming to Camp Verde.

Economic Resiliency

Increase tourism and retail-related revenue by 2027.

Year 2 Action Items	Responsible Party(ies)	Status Update
Expand efforts through social media campaigns, potential influencer partnerships, regional partnerships, and the Arizona Office of Tourism (AOT) rural cooperative initiatives.	Economic Development	Axis Culture Group is officially overseeing the Visit Camp Verde website and social media pages. ADOT funds are being used to support the Town's marketing efforts.
Continue to track and monitor relevant sales tax data.	Finance Economic Development	This is an ongoing effort that is monitored and reported to Town Council and Department Directors by Finance monthly.
Explore merchandising opportunities at the Visitor Center and Town events as well as credit card payment capability.	Finance Economic Development Parks & Recreation	Credit card payment processing is in place at the Visitors Center. Due to a change in Economic Development leadership, there has been no major momentum on the goal of having Town merchandise at the Visitors Center. The Economic Development Department will be revisiting the design and hopeful purchase of merchandise soon.
Utilize Technical Review Committee Meetings for developers which provides an opportunity to review the concept at a very general level and discuss how the proposal may align with existing development codes and policies.	Community Development Economic Development	Technical Review Committee Meetings (TRCMs) continue to happen as needed. Town Staff have been assessing ways to make these more efficient and useful for the development community. We anticipate that changes will be made over the next couple months to better streamline the process.

Economic Resiliency

Increase tourism and retail-related revenue by 2027.

Year 2 Action Items	Responsible Party(ies)	Status Update
Enhance digital presence with business success stories.	Economic Development	Town staff continue to ensure the SelectCampVerde.com website is updated to include accurate business information. The new "Tourism Marketing Business Inclusion Policy" will allow us to highlight businesses in the community who have a tourism connection.
Increase education and training for businesses at the BRIC.	Economic Development	The BRIC continues to host a variety of events such as business mixers, grant writing courses, and Small Business Development Center led business development trainings.
Streamline business licensing process to include online application and payment.	Town Clerk Finance	Business licenses continue to be processed online through GovWell.



Economic Resiliency

Increase tourism and retail-related revenue by 2027.

Year 2 Action Items	Responsible Party(ies)	Status Update
Recommend a comprehensive zoning code update to limit RV stays to less than 30 days.	Community Development	The comprehensive zoning code update will resume in January 2026 with a goal of adoption of a new code by end of year 2026. The new zoning code will include a section dedicated to RVs and Mobile Home Parks that will take into consideration the possibility of limiting stays to less than 30 days.
Encourage the continuation of the Opportunity Zone benefits beyond its expiration date of 2026.	Economic Development Community Development	The Opportunity Zone will be eligible for renewal; however, a new application will need to be filed with no guarantee the Town will be awarded. Town staff have been in communication with the Arizona Department of Commerce to make sure the Town is are aware of the eligibility criteria once released.



Economic Resiliency

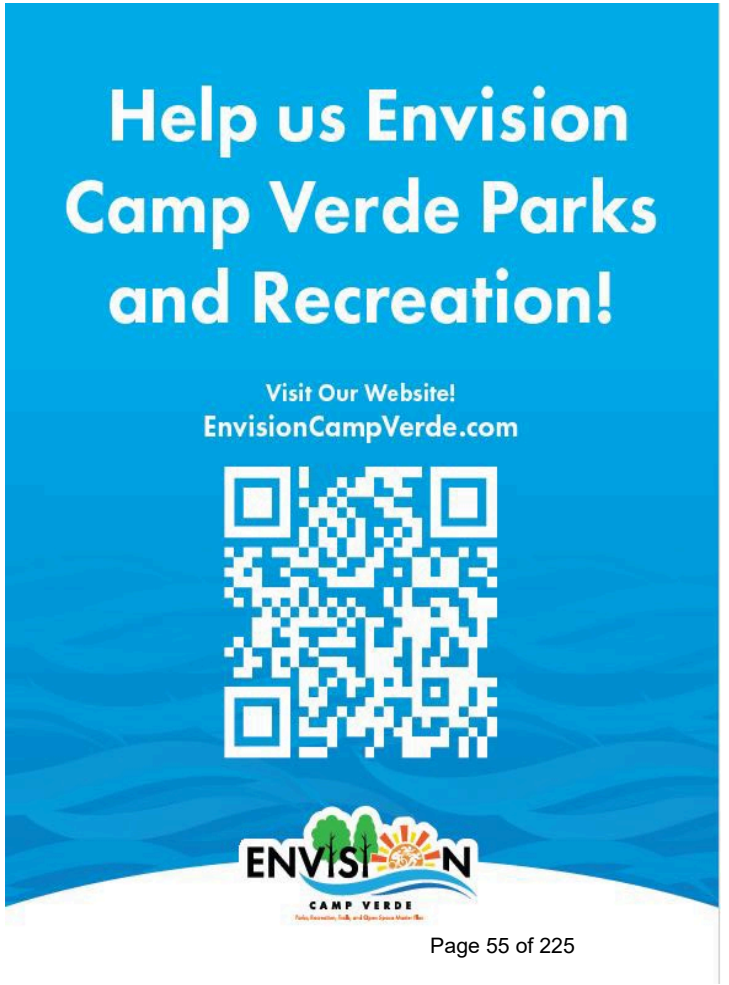
Create a vibrant and active downtown heritage area through collaborative partnerships.

Year 2 Action Items	Responsible Party(ies)	Status Update
Promote the downtown heritage area of Camp Verde as a destination for tourists and a source of community pride.	Economic Development	Axis Culture Group will be focusing on the downtown Heritage Area as one location that is marketed under the Tourism Marketing Plan.
Facilitate a dedicated local coalition to champion downtown heritage area promotion.	Economic Development	*Outstanding goal.* Under Christian's leadership, the development of a local downtown coalition will be pursued.
Identify organizations and/or individuals interested in hosting events in the downtown heritage area.	Economic Development Parks & Recreation	Town staff continue to work with many different organizations to host events in the downtown Heritage Area.
Explore and implement initiatives to increase sales revenue for downtown heritage area businesses.	Economic Development	Economic Development continues to work with local developers and contractors to assess more retail opportunities for the downtown Heritage Area and have some exciting leads they are pursuing.

Recreation & Activities

Adopt a Parks and Recreation Master Plan with 50% funding for priority #1 projects incorporated into the CIP by June 30, 2026.

Year 2 Action Items	Responsible Party(ies)	Status Update
Start Master Plan execution in accordance with funding prioritization.	Public Works Parks & Recreation	Kimley-Horn has been focused on community engagement. Over the last few months, they have launched a dedicated website where people can complete the online survey and use the interactive map to indicate where they want to see parks and recreation amenities. Kimley-Horn also held a kickoff meeting and attended Fort Verde Days and Christmas Magic on Main to solicit feedback. Stakeholder engagement meetings were also held with the Council, Parks and Recreation Commission, Town staff, youth and adult sport leagues, the economic development community, school representatives, and other external stakeholders. Kimley-Horn is currently working on a statistically valid survey that will also be mailed to all Camp Verde residents.



Recreation & Activities

Retain and promote Dark Sky designation.

Year 2 Action Items	Responsible Party(ies)	Status Update
Re-engage with the local Dark Sky Chapter to help with education and engagement.	Parks and Recreation Economic Development	Town staff as well as representatives from Town Council and Parks & Recreation Commission have been actively attending the Dark Sky Verde Valley chapter meetings. These meetings were moved to quarterly and are currently on hold while the group determines what their leadership structure will look like. Town staff will be submitting the year-end report in January.
Identify liaisons for Dark Sky Chapter to include at least one Town Council member, one Town staff member and one member from the Parks and Recreation Commission.	Town Manager Parks and Recreation	Councilor Robin Godwin from Town Council, Commissioner Victoria O'Malley from Parks & Recreation Commission, and Town Manager Miranda Fisher all serve as liaisons to the Dark Sky Verde Valley chapter.
Collaborate with the local Dark Sky Chapter to host and leverage Dark Sky events.	Library Parks and Recreation	The Library has been in communication with the Verde Valley Astronomy Society about hosting an event in winter 2026.

Recreation & Activities

Retain and promote Dark Sky designation.

Year 2 Action Items	Responsible Party(ies)	Status Update
Identify and execute citizen and business education about Dark Sky initiatives and regulations (e.g. Lumens)	Community Development Library Parks and Recreation	Town Staff held a Code Enforcement Open House in October 2025 where questions regarding dark sky code violations were discussed. By March 2026, Town Staff will present to Town Council and the Planning and Zoning Commission about the Town code on lumens, including how they are calculated and enforcement measures.
Identify funding to acquire telescopes for additional community education and engagement.	Library	APS funded two telescopes for the Library, which were put into circulation on September 8, 2025. The Library has reported that at least one telescope is out for circulation at any given moment.

Recreation & Activities

Increase total number of events through partnerships.

Year 2 Action Items	Responsible Party(ies)	Status Update
Identify partner groups to hold events that attract and serve desired demographics.	Parks and Recreation	Town staff continue to work with many different organizations to host events in Town.
Promote the use of the Sports Complex. Identify possible events to serve the residents and to attract visitors to the site. Create an information campaign to promote the Sports Complex as a tourism asset.	Parks and Recreation Economic Development	CIP Manager Martin Smith will be presenting an update on the Sports Complex at the January 21, 2026, Town Council meeting and to the Parks and Recreation Commission in February. Promotion of the Sports Complex has been limited given that it is still under construction
Create and implement a special event application packet. Ensure it is simple, user-friendly, easily available, and includes clear timelines.	Town Clerk Parks and Recreation	The Town Clerk and Parks and Recreation Manager are actively working on finalizing the special event application packet.
Create an open-container permit.	Town Clerk Parks and Recreation	The Town now has an open-container permit, which is actively being pursued by applicants seeking authorization to host events involving alcohol on Town-owned property.
Secure and implement a facility-reservation system.	Parks and Recreation	Town staff are continuing to coordinate with the vendor to implement the Facility Reservation System, with an anticipated launch in February 2026.

Community Infrastructure

Quantify the impact of future development on water, sewer and electric infrastructure to assess system capacities, identify constraints and support sustainable growth planning by June 30, 2027.

Year 2 Action Items	Responsible Party(ies)	Status Update
Collaborate and start a regional groundwater model.	Utilities Community Development	The Town is currently awaiting The Nature Conservancy and the Yavapai-Apache Nation (YAN) to finalize their contract so the data from YANs MIKESHE model can be used to develop the Town's model.
Execute the Growing Water Smart Action Plan.	Utilities Community Development Economic Development	The Rural Water Management Town Manager Working Group continues to meet. Initially the group met bi-weekly; however, the frequency has been adjusted to monthly. The group has developed five draft ordinances related to water (adequate water supply, conversation, subdivision regulations, metering and monitoring, and master planning). Stormwater Specialist Patty Mancini continues to support the Town's water conservation efforts, including the installation of the low-flow facility fixtures.
Draft the Town's buildout plan, which will include quantifying potential development and related infrastructure needs.	Utilities Public Works Community Development Economic Development	*Outstanding goal.* The Town has hired a new Utilities Director Lisa Vaughan, who will be taking the lead on this initiative.

Community Infrastructure

Adopt a Facilities Master Plan with identified funding structure by June 30, 2026.

Year 2 Action Items	Responsible Party(ies)	Status Update
Select a consultant to complete the Town's Facilities Master Plan.	Town Manager Public Works	Matrix Design Group, LLC has been working with staff to complete their respective space use assessments. Representatives from Matrix Design Group are now meeting with Department Directors to review those assessments and ask additional questions where needed.
Complete development of the Facilities Master Plan.	All Departments	It is anticipated that the Facilities Master Plan will be completed mid-2026.



Effective Governance

Increase citizen satisfaction each year for five years.

Year 2 Action Items	Responsible Party(ies)	Status Update
Update and educate the community on the completion of projects and the related public benefits.	All Departments	The Town Manager's Weekly Update continues to provide a status update on projects happening in Town.
Expand social media efforts by incorporating more human-interest stories and leveraging a personal angle. Provide a recap of Council, Board and Commission meetings.	Town Manager Marshal's Office Economic Development Library Parks and Recreation	The Town has increased posting across its social media channels, with a continued emphasis on human-interest stories. Town staff will be holding a training with Axis Culture Group on January 22, 2026, on best practices for social media. *Recap of Council, Board and Commission meetings is an outstanding goal.* However, Town staff have been exploring the idea of doing podcast style updates on agenda items that go before the Council, Board and Commissions.

Effective Governance

Increase citizen satisfaction each year for five years.

Year 2 Action Items	Responsible Party(ies)	Status Update
Invest in a new website that prioritizes community engagement, accessible information, and ease of use.	Town Manager Town Clerk	Town staff and Revize continue to work on the new website. Town staff anticipate that the mockup for the full site will be done by the end of February. Next step will be for staff to upload all the website content. We anticipate a go live date for the new website of May 2026.
Create opportunities for Town Staff, Boards, and Commissions to interact more with the public (e.g. info booths and integration into current events).	Town Manager Community Development Parks and Recreation	Council, Board and Commission members continue to participate in Town events where they can engage with community members and visitors alike.
Explore additional community outreach opportunities such as "Town Talk" articles, and intentional news releases and educational pieces.	Town Manager All Departments	Town staff recognize the need to engage the media more through press releases and articles. However, it is important to note that Camp Verde appears to be featured in local newspapers almost weekly and that is thanks to the newspapers very engaged reporters.

Effective Governance

Increase citizen satisfaction each year for five years.

Year 2 Action Items	Responsible Party(ies)	Status Update
Continue the annual satisfaction survey and compare it year over year.	Town Manager	Due to other competing priorities, the annual satisfaction survey was not released in November/December 2025. In order to have the data for the Town Council retreat in March though, Town staff aim to have the survey released by the end of January 2026.
Conduct customer service training for all staff. Ensure that citizen complaints are acknowledged promptly.	All Departments	All staff received Customer Service training in April-May 2025.
Prioritize high-quality Weekly Town Manager Updates.	Town Manager	The Town Manager's Weekly Update continues to be published weekly. Unfortunately, with the change to a temporary website, the update is no longer emailed to a distribution list through the website. The update can be accessed through the Town's social media page each week or community members can request to receive the update via email by contacting Town Manager Miranda Fisher at Miranda.Fisher@campverde.az.gov
Encourage more community engagement by celebrating departments, providing tours, and hosting open houses.	All Departments	As a part of one of the 2026 Citizen Academy's, Town staff will host the participants at their facilities in order to provide tours of the different sites.

Effective Governance

Increase citizen satisfaction each year for five years.

Year 2 Action Items	Responsible Party(ies)	Status Update
Educate the community (e.g. videos, write op-eds, etc.) on Town finances, particularly on Town revenue and expenses.	Finance	Town staff are continuing to work through the Thriving Communities grant to launch a CIP and budget simulator tool, which will allow the community to build their own municipal budget for the Town and provide insight to what they view as priorities when it comes to CIP projects.
Create an internal, coordinated communications taskforce.	Town Manager	*Outstanding goal.* Now that many of the vacant Director positions have been filled, Town Manager Miranda Fisher aims to take on this goal along with Special Initiatives Manager Cliff Bryson. Special Initiatives Manager Cliff Bryson has been working on policies though related to social media and the website.

Effective Governance

Cultivate a community-driven culture of civic engagement and public participation.

Year 2 Action Items	Responsible Party(ies)	Status Update
Conduct robust engagement on the draft General Plan.	Town Manager Community Development	The General Plan Technical Advisory Group has been actively pursuing feedback on the General Plan since October 2025 and will be hosting five open houses in January 2026. The General Plan is set to be considered and hopefully approved by the Planning and Zoning Commission in February and the Town Council in March 2026.
Hold Citizen's Academy bi-annually. Explore how to include tours.	Town Manager	The second Citizen's Academy concluded in December 2026. The Town will be hosting virtual citizen academy sessions in March which will be open to the public. The next in person academy is set for July 2026 and will include the onsite tours.
Utilize Town Manager working groups more for key community issues and Town priorities.	Town Manager	There are currently three Town Manager working groups: • General Plan Technical Advisory Group • Tourism Working and Engagement Group • Rural Water Management Working Group

Effective Governance

Cultivate a community-driven culture of civic engagement and public participation.

Year 2 Action Items	Responsible Party(ies)	Status Update
Develop a more robust recruitment process for Town Board and Commission vacancies.	Town Manager Town Clerk	Interest in serving on Town boards and commissions remains strong, as reflected in the number of applications received for the annual vacancies. With 2026 being an election year, the Town is seeking more individuals to submit their "Statement of Interest" for the Council Member seat.
Highlight and market Town volunteer opportunities.	Human Resources Parks & Recreation Library CVMO	The recruitment of volunteers for the Parks and Recreation Division and Library is ongoing. CVMO recently made a push on their social media channel for Volunteers in Policing (VIPs).
Work with the High Schools to reactivate the youth/teen council.	Town Manager	*Outstanding goal.*
Launch the "Tell-a-Librarian" Program to get public input and feedback on issues.	Library	Town staff recommend eliminating this goal. In discussion with the Library staff, concerns were raised about their ability to truly engage in a discussion with the community about issues, especially if they are unfamiliar with the matter at hand.

Effective Governance

Retain, develop, and engage a highly effective workforce.

Year 2 Action Items	Responsible Party(ies)	Status Update
Provide regular statistics on turnover rates to Town Department Directors and Town Council.	Human Resources	Statistics on turnover will be provided to Town Council as a part of the budget process when positions are being evaluated.
Execute the Core Values Action Plan.	All Departments	Department Directors will be revisiting the Core Values Action plan and evaluating the goals at their retreat in February 2026. Amendments to the goals will be made where needed.
Incorporate interdepartmental interaction complete with site visits into the Core Values Action Plan.	All Departments	Town staff continue to engage in quarterly Meet & Mingle events, which provide an opportunity for staff from different departments to engage, learn more about one another, and assess how different departments can support each other. Job descriptions have been updated though to include a reference to core values.
Create an action plan in response to the annual employee engagement survey.	Town Manager Human Resources	The annual employee engagement survey will be released to staff in February 2026. Based on the results, Department Directors will develop an action plan, which will be shared with Council at their March 2026 retreat.

Effective Governance

Retain, develop, and engage a highly effective workforce.

Year 2 Action Items	Responsible Party(ies)	Status Update
Continue to evaluate COLA & merit-based pay adjustments.	Town Manager Human Resources	HR will provide data to Finance on COLA and merit-based pay considerations for the FY27 budget, including what surrounding jurisdictions were budgeting for.
Create a policy to address certifications and raises.	Town Manager Human Resources	A policy was developed and added to the Town's Personnel Manual.
Create a pay step program that will include additional classifications and a career ladder.	Town Manager Human Resources	A step program was developed for Courts, HR, and Public Works under the FY26 budget. Town staff are still assessing a financially viable step program for CVMO. During the annual salary table review, HR will assess if there are any adjustments that need to be made to salaries or step programs.
Annually track market wage evaluations and share with Town Council.	Town Manager Human Resources	Market wage evaluations are typically provided to Town Council in spring each year.



Thank You!

Thank you to the incredible Town staff for your hard work, dedication, and perseverance in achieving our goals!



Questions?

Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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 Q4 2025.

Attached Documents:

- Q4 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)**:**

- 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 fourth quarter of 2025 (October – December), 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?

Q4 2025 Council Action Status Report

This report provides a comprehensive summary of some of the actions taken by the Town Council in the fourth quarter of 2025 (October – December) and the current status of those initiatives.

SPECIAL SESSION: OCTOBER 8, 2025

Approval of budget adjustment BAFY26-04 allowing staff to utilize up to $50,000 of grant reimbursements from the Northern Arizona Good Jobs Network Phase Three grant through Local First Arizona as assigned funds for workforce, business, tourism, and economic development expenses as listed in the budget adjustment within the Restricted Use Fund.
The Economic Development Department continues to implement programs through the Northern Arizona Good Jobs Network. Most recently, the department in partnership with the Greater Verde Valley Chamber of Commerce hosted a business mixer on January 15, 2026, providing local employers with an opportunity to learn how the Northern Arizona Good Jobs Network can help connect businesses with trained, job-ready candidates and explore available hiring incentives.

Discussion, consideration, and possible action to approve staff to submit a Water Supply Development Revolving Fund Application to the Water Infrastructure Finance Authority of Arizona in an amount of $2,050,000 in partnership with the Friends of the Verde River for the Bradshaw Haven Project.
Town staff have been working collaboratively with Friends of the Verde River to finalize the WIFA application. Staff advised John Bradshaw that submission of the application would be deferred until the Development Agreement was finalized, which occurred in December 2025. Town staff anticipate submitting the completed application by the end of January 2026.

Discussion, consideration, and possible approval of awarding the Request for Proposal #2025 – 213 for a Development Impact Fee Study to Willdan Financial Services, with a contract amount not to exceed $100,000.
Willdan Financial Services held a kickoff meeting with Town staff on December 9, 2025. Special Initiatives Manager Cliff Bryson is assisting the group with some initial data collection at this time.

Discussion, consideration and possible approval for the Town Finance Director to make changes to the Town's Finance Operations Guide, per the attached updated document.
The new Financial Operations Guide is now in use with the amendment that was approved November 5, 2025.

SPECIAL SESSION: OCTOBER 23, 2025

Authorization for the Town Manager to enter into a separation agreement with Debra Martin.
Mrs. Martin's last day with the Town was January 2, 2026. Town will be hosting a retirement party for her on January 21, 2026 4pm-6pm at the Camp Verde Community Library. This event is open to the public.

Discussion, consideration, and possible approval of the establishment of a Development Services Director position to integrate Community and Economic Development operations under a unified leadership structure.
Christian Green was hired as the new Development Services Director and started with the Town on January 5, 2026.

REGULAR SESSION: NOVEMBER 5, 2025

Consideration and ratification of the Town Manager's authorization of additional work under the FY26 BRIC Roof Replacement Project, expanding the project scope to include reroofing of the historic jail facility, for a total project cost not to exceed $25,000.00, to be completed by Harvey's Roofing.
Harvey Roofing is continuing to work on the rood replacement at the BRIC and the historic jail facility. Anticipated completion date is end of January 2026 weather dependent.

Approval for the Town Finance Director to update the Town's Finance Operations Guide, per the attached updated document, raising the minimum amount required for comparative quotes under the Procurement section II-A-1 from the current $10,000 to $20,000.
The new Financial Operations Guide is now in use with this amendment.

Consideration and possible approval of Request for Qualifications #25-222 for Defense Attorney services.
The Town did not receive any proposals under the RFQ. In response, Town staff recommended continuing contracted services with Attorney Daniel Kaiser, who is the current defense attorney. A new agreement for Attorney Kaiser was approved at the January 7, 2026 meeting.

Update on the emergency purchase of a replacement zero-turn lawnmower for the Maintenance & Grounds Department exceeding approved budget line item.
The Maintenance Division has ordered the zero-turn lawnmower, but we are still awaiting delivery.

Discussion, consideration and possible approval to award Request for Qualifications #25-217 and authorize Town Manager Miranda Fisher to enter into a contract with Carrie Montavon to provide prosecutorial services for the Town.
The Town executed the contract with Attorney Montavon.

Discussion, consideration, and possible approval to award Request for Proposal #25-215 and authorize Town Manager Miranda Fisher to enter into a contract with Axis Culture Group to provide tourism and economic development marketing professional services not to exceed

$72,000.00.
Town staff held a kickoff meeting with Axis Culture Group on November 18, 2025, and they are already started working on developing marketing materials.

Public Hearing: Discussion, consideration, and possible approval of Resolution 2025-1195 to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Use Permit #2025-0054 for the expansion of the Camp Verde Marshal's Office Evidence Impound Lot located at 646 South 1st Street, Camp Verde, AZ, 86322 Assessor's Parcel number (APN) 404-28-060B with conditions.
Although the Town Council approved the Use Permit application for the evidence impound lot at CVMO, the funding the Marshal's Office had anticipated using to cover the associated costs is no longer available. It was confirmed by CVMO's attorney that 3511 funding cannot be used for an impound lot, contrary to the prior understanding.

WORK SESSION: NOVEMBER 12, 2025

Discussion, consideration, and possible direction to staff regarding the Town's Job Order Contracting program.
The Town Council supported Town staff's recommendation to discontinue the Job Order Contracting (JOC) program and instead require all projects to be competitively bid. All JOC contractors whose agreements expired in December 2025 were notified of the Town's decision not to continue the program.

REGULAR SESSION: NOVEMBER 19, 2025

Discussion, consideration, and possible award of bid for the Community Park Irrigation System Replacement project to Joshua Tree Landscaping in an amount not to exceed $70,000.
The installation of the irrigation at the Community Parks is ongoing. Anticipated completion date is end of January 2026.

REGULAR SESSION: DECEMBER 3, 2025

Discussion, consideration, and possible action to terminate the Rodeo Grounds Lease Agreement between the Town of Camp Verde and the Camp Verde Arena Association and provide a date of surrender for the Premises should the parties desire to extend the date provided in the previous Notice of Intent to Terminate.
The Camp Verde Arena Association received an extension to vacate the parcel by March 31, 2026. Town staff have been in communication with CVAA regarding matters that need to be addressed prior to vacating.

Discussion, consideration and possible approval of Request for Qualification #2025-224 for the Town of Camp Verde Equestrian Center Operations and Management.
Town staff have met with three entities who are considering submitting a proposal. The pre-submittal meeting is set for January 15, 2026, where more individuals or organizations may participate and ask questions. Proposals are due on February 5, 2026. The Town Council will hold a special session to review and interview those interested in operating and managing the equestrian center.

REGULAR SESSION: DECEMBER 17, 2025

Discussion, consideration, and possible approval of Resolution 2025-1200 authorizing the execution of an agreement by and between the Town and D.A. Davidson & Co. for the finance services related to the solar generation project and Resolution 2025-1201 authorizing the execution of an agreement by and between the Town and SiteLogIQ for services related to the solar energy project.
The Request for Financing Proposal/Term Sheet was placed on the market on January 13, 2026 with a due date of January 27, 2026.

Discussion, consideration, and possible approval of Resolution 2025-1198 for the Verde Lakes Community Park parcel transfers from the Verde Lakes Recreation Corporation to the Town of Camp Verde.
The transfer of the Verde Lakes Community Park parcels is official. The Parks and Recreation Division is working on setting up an event to celebrate.

Discussion, consideration and possible approval of Resolution 2025-1196, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations, superseding Resolution 2025-1188.
Effective January 5, 2026 the Town facility hours for administrative buildings changed to Monday – Thursday 7am – 5pm and for the Library to being open at 9am every day. Attorney Steve Coleman confirmed there is no employment law concerns with this change as the Town's personnel manual regarding meals and breaks still applies.

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Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

Agenda Item Type:

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

Requesting Department: Community Development **Staff Resource:** Town Manager Miranda Fisher

Agenda Title: Public Hearing Continuation: Discussion, consideration, and possible approval of Ordinance 2024-A508, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 203.A – R1L District, allowing Wedding Venues with a Use Permit.

NOTE: The applicant withdrew their request for a text amendment. This agenda item will not be proceeding.

Attached Documents:

- Applicant request to withdraw application
- November 19, 2025 minutes
- Public Comment

Estimated Presentation Time: 5 **minutes** **Estimated Discussion Time:** N/A

Reviewed By:

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

Background Information:

On June 10, 2025, Blair and Jake Jenner, owners of Salt Mine Farms, submitted a text amendment application proposing to add “Wedding Venues” as a permitted use within the R1L zoning district, subject to approval of a Use Permit. The intent of the request was to allow an economically viable use of large residential parcels while preserving open space, supporting ongoing agricultural operations, and maintaining the area’s rural character.

At the November 19, 2025 Town Council meeting, a public hearing was held, during which testimony was received from Town staff, the applicant, and members of the public. Following the hearing, the Town Council voted to continue the matter until January 21, 2026, and directed staff to provide additional information regarding how other jurisdictions address wedding venues within residential zoning districts.

On January 12, 2026, Chris Judd, on behalf of the applicant, notified Town Manager Miranda Fisher via email that the application was being withdrawn. As a result, continuation of the public hearing and further action by the Town Council are no longer required.

Question(s) before the Council:

- Does the Council have any questions for staff?

Miranda Fisher

From: Chris Judd [redacted]
Sent: Monday, January 12, 2026 5:30 PM
To: Miranda Fisher
Cc: [redacted]; Jake; Cory Mulcaire
Subject: Re: Addendum

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Miranda,

We would like to withdraw the application for the text amendment.

Thanks!

Chris Judd

Sent from my phone, please forgive spelling and grammar errors.

On Mon, Jan 12, 2026, 1:00 PM Chris Judd [redacted] wrote:

> Hi Miranda,
>
> I'm heading into a meeting now, I'll call you this afternoon around 4:00.
>
> Thanks!
>
> Chris Judd
>
> Sent from my phone, please forgive spelling and grammar errors.
>
> On Mon, Jan 12, 2026, 8:32 AM Miranda Fisher <Miranda.Fisher@campverde.az.gov> wrote:
>
> > Hi Chris, Jake and Blair,
> >
> > Just a friendly reminder that I will need to know by end of day today if you will be proceeding with the text amendment or if you'd like to withdraw the application?
> >
> > Thanks,

Miranda Fisher, DPA, PCED

Town Manager

Town of Camp Verde

473 S. Main Street

Camp Verde, AZ 86322

Cell Phone: 928-451-3670

Office: 928-554-0001

Any information provided by the Town related to zoning or land use within this correspondence is offered as a courtesy and without any guarantee of accuracy. Zoning verifications may be requested through the Community Development Department.

From: Chris Judd [redacted]
Sent: Wednesday, November 12, 2025 7:27 AM
To: Miranda Fisher <Miranda.Fisher@campverde.az.gov>
Cc: Blair Jenner [redacted] Cory Mulcaire <cory.Mulcaire@campverde.az.gov>
Subject: Re: Addendum

Thanks Miranda!

On Wed, Nov 12, 2025 at 5:35 AM Miranda Fisher <Miranda.Fisher@campverde.az.gov> wrote:

> Here is the definition that has been added to the Agenda Information Memorandum for consideration by Council:
>
> *Event Venues:* A property or facility used on an occasional or scheduled basis for private gatherings such as weddings, celebrations of life, family reunions, retreats, fundraisers, or other similar social or cultural events.

I am also attaching the full AIM so you can see what the staff analysis looks like this time.

Jake: Would you like to jump on a call before Wednesday's meeting? If so, what does you Friday look like?

Thanks,

Miranda Fisher, DPA, PCED

Town Manager / Interim Community Development Director

Town of Camp Verde

473 S. Main Street

Camp Verde, AZ 86322

Cell Phone: 928-451-3670

Office: 928-554-0001



Any information provided by the Town related to zoning or land use within this correspondence is offered as a courtesy and without any guarantee of accuracy. Zoning verifications may be requested through the Community Development Department.

From: Blair Jenner [redacted]
Sent: Thursday, November 6, 2025 12:31 PM
To: Miranda Fisher <Miranda.Fisher@campverde.az.gov>
Cc: [redacted]
Subject: Addendum

Miranda, the council asked about similar uses to weddings. You had commented on this and had some ideas how to write this.

I am not experienced at this and asked Chris. He suggested “community events “ along with the examples you mentioned.

Can you please help with this?

Blair

[redacted]

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION (PUBLIC PORTION)
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 19, 2025 at 6:00 P.M.

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

1. **Call to Order**

2. **Roll Call.** Council Members Brian Bolton, Robert Foreman, Robin Godwin, Jessie Murdock, Patricia Seybold, Vice Mayor Wendy Escoffier, and Mayor Marie Moore.

   Also Present
   Town Manager Miranda Fisher, Town Attorney Trish Stuhan, and Town Clerk Leah Rhodes.

3. **Pledge of Allegiance**
   Councilor Seybold led the Pledge.

4. **Consent Agenda** – All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

   a) **Approval of the Minutes:**
      1) Council Retreat– November 3, 2025 at 5:00 p.m.
      2) Work Session – November 5, 2025 at 5:00 p.m.
      3) Regular Session (Public Portion) – November 5, 2025 at 6:00 p.m.
      4) Joint Work Session (Public Portion) – November 6, 2025 at 5:00 p.m.
      5) Special Session (Public Portion) – November 10, 2025 at 6:00 p.m.

   b) **Set Next Meeting, Date and Time:**
      1) Regular Session – December 3, 2025 at 6:00 p.m.
      2) Regular Session – December 17, 2025 at 6:00 p.m.

   c) **Consideration and possible approval to reallocate $3,000 in Community Outreach Funds awarded to the Senior Citizens of Camp Verde, Inc. for window replacement, in lieu of the originally approved project for fan and screened door installation.** Staff Resource: Town Manager Miranda Fisher.

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

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS *§38-431.01(H)*

   There were no public speakers.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Sustaining Flows, Earth Day, Camp Verde School District, Friends of the Verde River and Verde Valley Housing Advisory Committee.

   The Mayor, Council and Town Manager reported on current and past events.

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

   - **Planning and Zoning Commission Quarterly Update**. Resource: Chair Bill Tippet.

Planning and Zoning Commission Chair Tippett presented the Quarter Three 2025 updates from the Planning and Zoning Commission to the Council.

- **Parks and Recreation Commission Quarterly Update**. Resource: Chair Dave Grondin.

  Parks and Recreation Commission Vice Chair Candra Faulkner presented the Quarter Three 2025 update from the Parks and Recreation Commission to Council.

- **Overview of Animal Control Services in the Town of Camp Verde, including procedures for handling animal-related complaints, recent reorganization transitioning Animal Control out of the Camp Verde Marshal's Office to Community Development, and future funding considerations to strengthen division operations.** Staff Resource: Town Manager / Interim Community Development Director Miranda Fisher and Acting Senior Planner Cory Mulcaire.

  Town Manager Fisher provided an overview of the transition of the Animal Control Officer from Camp Verde Marshal's Office to Community Development Department. Town Manager Fisher stated that animal control is a code compliance function, and the position would be best under the Community Development Department to better align operations with the Town's code compliance functions. Town Manager Fisher provided an overview of the current operations, primary duties, scope of authority, and administrative enforcement of the Animal Control Position. Additionally, Town Manager Fisher stated the Town's preference is to have a formal contract in place with a regional shelter to ensure a reliable process for surrendering animals. Town Manager Fisher stated the Town recently partnered with the Arizona Humane Society to train staff on animal cruelty investigations and the Humane Society has offered training to the Town residents on December 10, 2025 at 4pm at the Cottonwood Recreation Center.

  Acting Senior Planner Mulcaire provided an overview of the procedures of Animal Control calls and responses

  Town Manager Fisher and Acting Senior Planner Cory Mulcaire responded to questions from the Council.

- **Status update on agenda items discussed by Town Council in Q3 2025.** Staff Resource: Town Manager Miranda Fisher.

  Town Manager Fisher noted that the Quarter Three 2025 status updates reflect Council actions taken during the meetings held from July through September.

- **Discussion, and feedback on the Draft 2026 General Plan.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher stated that staff are continuing to seek feedback on the draft 2026 General Plan and provided information on the methods available for residents to submit input.

8. **Discussion, consideration and possible appointment of one (1) applicant to the Parks and Recreation Commission with a term ending January 1, 2028.** Staff Resource: Town Manager Miranda Fisher.

Town Manager Fisher reported that, due to the resignation of Charlotte Salsman, a vacant seat was open on the Parks and Recreation Commission. Town Manager Fisher stated that an interview committee met with the applicants on October 20, 2025. The interview committee recommended the appointment of Shane Gerhardt to fill the remainder of the term, which expires January 1, 2028.

Town Manager Fisher stated Mr. Gerhardt currently lives slightly outside the Town limits. Town Manager Fisher specified the Town Code permits the Council to waive the residency requirements with good cause, except for appointments to the Planning and Zoning and Board of Appeals and adjustment.

Shane Gerhardt introduced himself and thanked the Town Council for being able to serve the community in his capacity as a Parks and Recreation Commissioner

On a **motion** made by Councilor Godwin, seconded by Vice Mayor Escoffier, the Council **moved to approve** appointing Shane Gerhardt to the Parks and Recreation Commission with a term ending January 1, 2028.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

Mayor Moore recessed the meeting for a break at 6:53 p.m. and resumed the meeting at 6:59 p.m.

9. **Public Hearing: Discussion, consideration, and possible approval of Ordinance 2025-A508, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 203.A – R1L District, allowing Wedding Venues with a Use Permit.** Staff Resource: Town Manager Miranda Fisher.

Staff Comments: Town Manager Fisher stated that on June 10, 2025, Blair and Jake Jenner, owners of Salt Mine Farms, submitted a text amendment application proposing to add "Wedding Venues" as an allowable use under the R1L zoning district, subject to

a use permit. Town Manager Fisher provided an overview of the text amendment, and that the applicants are not seeking to rezone their property from R1L to any sort of commercial designation. Town Manager Fisher stated there are only three parcels in the Town of Camp Verde that have the R1L zoning designation that are 40 acres or more contiguous.

Town Manager Fisher stated while the current proposal before the Council remains limited to "wedding venues" in order to ensure consistency between the materials reviewed by both the Planning and Zoning Commission and the Council, the Town Council may elect to consider expanding the language to allow "event venues" as a conditional use on 40 acre parcels in the R1L zone at the time of final adoption. Additionally, Town Manger Fisher provided an analysis of the proposed amendment and the potential benefits and potential challenges.

Town Manager Fisher stated at the August 14, 2025 Planning and Zoning Commission meeting, the Commission unanimously recommended denial of the proposed text amendment. While Town staff respect the Commission's decision, staff recommended Council consider approval of the text amendment as doing so only opens up the potential for a use permit for a wedding venue on 40 contiguous acres and is not an automatic approval.

Applicant Comments: Mr. Blair Jenner stated that his property would be low impact event area for future weddings and expressed that the use could hopefully help agriculture stay in Camp Verde for whoever owns larger parcels as well.

Open Public Hearing: Mayor Moore opened the public hearing at 7:15 p.m.

Public Comments:

Tanner Bryson and Christina Brunori spoke in support of the text amendment, allowing wedding venues with a use permit.

Jane Whitmire, Cindy Walker, Brian Brosgart, Cici Hallber, Mari Bogart, Joseph Bogart, Stephen Reynolds, Emily Fagen, Tony Gioia, and Marv Wessel spoke in opposition to the text amendment, not to allow wedding venues with a use permit.

Julia Johnson, Mark Weiland, and Donna Baca submitted speaker cards indicating their opposition to the text amendment, not to allow wedding venues with a use permit and chose not to speak.

Close Public Hearing: Mayor Moore closed the public hearing at 7:47 p.m.

Mayor Moore recessed the meeting for a break at 7:49 p.m. and reconvened the meeting at 7:55p.m.

Council Discussion:

Town Manager Fisher responded to Council's questions regarding the current R1L districts permitted uses and structures as well as the definition of 40 acres of contiguous properties that are in the R1L district. Town Manager Fisher recommended striking through the contiguous as the definition in the Town's Planning and Zoning Ordinance does not match the intent of ensuring that the 40 acres are one complete parcel, not split between multiple lots.

Town Manager Fisher, Town Attorney Stuhan and Acting Senior Planner Cory Mulcaire responded to questions from the Council.

Several Council Members expressed concern on the current conditions and requested additional information regarding how other jurisdictions have handled wedding venues in residential zones.

On a **motion** made by Councilor Godwin, seconded by Vice Mayor Escoffier, motion was **moved to deny** Ordinance 2025-A508.

Roll Call Vote:
Councilor Bolton: nay
Councilor Seybold: nay
Councilor Foreman: aye
Councilor Murdock: nay
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: nay
Motion Failed 3-4.

On a **motion** made by Councilor Murdock, seconded by Councilor Seybold, the Council **moved to continue** the public hearing on Ordinance 2025-A508 amending the Planning and Zoning Ordinance Section 203A, with corrections and additional information to be provided at the January 21, 2026 meeting. The corrections are to the R1L District, A1 and 2 that the wedding venue would become D, and D would become E, and removing contiguous.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: nay
Vice Mayor Escoffier: nay
Mayor Moore: aye
Motion Carried 5-2.

10. **Discussion, consideration and possible approval of a wired telecommunications license and right-of-way use agreement between the Town of Camp Verde and Fatbeam LLC.** Staff Resource: Town Manager Miranda Fisher & CIP Manager Martin Smith.

CIP Manager Smith provided an overview of the telecommunications company agreement seeking authorization to utilize the Town's right-of-way to install and operate fiber-optic telecommunication facilities to provide broadband and related wired communications services within the Town.

Public Comment:

Bill Tippet suggested not limiting agreements with other Internet Service Providers and recommended changing the verbiage from Arizona General Contractors to Arizona Registrar of Contractors.

Tony Gioia spoke on Arizona's Broadband, Equity, Access (BEAD) Funding that supplies broadband to unserved and underserved communities and the possibility of various broadband companies to submit their bid.

Town Manager Fisher, Town Attorney Stuhan and CIP Manager Smith responded to questions from the Council.

On a **motion** made by Councilor Godwin, seconded by Councilor Foreman, the Council **moved to approve** the Wired Telecommunication License and Right-of-Way Use agreement between the Town of Camp Verde and Fatbeam LLC.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

11. **Discussion, consideration, and possible award of bid for the Community Park Irrigation System Replacement project to Joshua Tree Landscaping in an amount not to exceed $70,000.** Staff Resource: CIP Manager Martin Smith.

CIP Manager Smith reported that the Town has engaged Joshua Tree Landscaping to design a new irrigation system. The existing system is currently corroded and experiencing leaks. CIP Manager Smith noted that replacement is necessary and that the bid for the new, modernized irrigation system was received under budget.

Town Manager Fisher and CIP Manager Smith responded to questions from the Council.

On a **motion** made by Councilor Foreman, seconded by Vice Mayor Escoffier, the Council **moved to approve** awarding the bid for the Community Park Irrigation System Replacement project to Joshua Tree Landscaping in an amount not to exceed $70,000.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0

12. **An executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration regarding the employment of the Town Manager. Discussion to include a six-month performance evaluation of Miranda Fisher.** Staff Resource: Town Manager Miranda Fisher.

Mayor Moore recessed the Regular Session to go into Executive Session at 9:22 p.m.

On a **motion** made by Councilor Seybold, seconded by Vice Mayor Escoffier, the Council **moved to convene** into Executive Session.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

Mayor Moore recessed the executive session to reconvene the regular session at 9:48 p.m.

On a **motion** made by Councilor Seybold, seconded by Councilor Foreman, the Council **moved to approve** extending the regular session past 10:00 p.m.

Roll Call Vote:
Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: nay
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 6-1.

The Council resumed the executive session at 9:49 p.m.

The Council adjourned the executive session and reconvened the regular session at 10:27 p.m.

Mayor Moore stated direction was given to staff for Item 12.

13. Adjournment

Mayor Moore adjourned the meeting at 10:27 p.m.

M. Moore
Mayor Marie Moore

Leah Rhodes
Attest: Leah Rhodes, Town Clerk

CERTIFICATION

I, Town Clerk Leah Rhodes, hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on November 19, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 18th day of December, 2025.

Leah Rhodes
Leah Rhodes, Town Clerk

Blair Jenner thinks he has a right to have a wedding venue on his property because he has over 40 acres. You must turn him down because of city and county ordinances such as noise, lighting (Dark sky), traffic safety.
According to the Camp Vede Marshals Office and the Yavapai County Sheriff's Office we have had 226 accidents on Salt Mine Rd and Oasis RD. including a death 2 lots over on Salt Mine Rd. from Mr. Jenner's property in May of 2025. Also, on Nov.15 2025 there was a girl leaving a wedding 2 lots over from Mr. Jenner's property and was in an accident on the corner of 260 and Oasis Rd as she was leaving the wedding.
We have a signed petition of 246 people who are all opposed to the Special Use permit in R1L Zoning. 97% of the people that we spoke to on Salt Mine Rd signed the petition and are opposed to this because of the noise, lighting and safety. 95% of people we talked to from the opposite side of the river (off Quarter Horse) signed the petition because of the noise and light pollution.
Many people feel that is will affect the value of their property and change their quality of life.
Mr. Jenner does not live on his property so he would not be affected by the lights, noise and traffic safety.
Town Council members are concerned that Mr. Jenner's pecan orchard is not making any money. From what we have been told the orchard is overgrown and not tended to properly.

Development Rebuttal

Mr. Jenner has threatened to build 80 homes on the Salt Mine Farm property if he is not approved for the wedding venue permit. (Which is the same threat he used when he originally wanted to do the RV park)
Contractors that we have spoke with have said that he cannot build 80 homes because:

1) 40% of his property is in a flood zone.
2) Infrastructure cost would be so high because no water, sewer, drainage, roads and proximity to the Verde River.
3) The high cost of building per square foot and what it could be sold for would be at loss especially with the slow real estate market and dropping prices.

Please do the right thing vote no. Do not allow Special Use permits in R1L Zoning.

Sincerely,
Brian and Regina Brosgart

Outlook

(No subject)

From REGINA BROSGART <[redacted]
Date Tue 1/6/2026 1:44 PM
To REGINA BROSGART [redacted]

CAMP VERDE – The Camp Verde Planning and Zoning Commission heard a proposed text amendment to allow wedding venues as a conditional-use permit (CUP) in R1L, residential single family limited zoning districts on Aug. 14. The commission recommended denial of the text amendment to the mayor and the Town Council.
"To allow this to happen in every R1L property that is in the Town of 40 acres or more, I think would be detrimental to the philosophy that was stated when this zoning district was initiated," said Commissioner Drew Faiella.

The property proposing the text amendment was Salt Mine Farms, a pecan farm owned by the Jenner family. Town Manager Miranda Fisher said it is no longer financially viable for the family to maintain the parcel of land on just the profits of pecan sales alone.

"Unfortunately, agriculture alone has become increasingly difficult to sustain in recent years," said Jake Jenner. "Early and late freezes have destroyed entire crops, and rising costs have made it harder for farms just to break even."
Jake said Salt Mine Farms has only been profitable one year out of the past two decades, which is how long they have owned the 80-acre parcel. The text amendment would apply to properties of 40-acres or more.
"Approving this amendment would help protect the agricultural heritage of salt mine while also giving landowners a tool that can help their properties stay intact for future generations," said Jake Jenner.

ADVERTISING

Fisher said the text amendment would allow wedding venues to be viewed on a case-by-case basis through the Town's use permit process. The hearing was not for Salt Mine Farms to receive a CUP, but for the farm and other properties to apply for it in the future.

"There are really two considerations here," said Fisher. "The first being, on one hand the R1L zoning district is the most restrictive residential classification in the Town Code."
R1L zoning districts are the most restrictive residential classification in the Town Code. It supports a rural lifestyle with minimum infrastructure and limited nonresidential activity. Fisher said allowing a commercial use permit could represent a significant shift from what the district's established purpose is.
"We have to take into consideration that they may need to do things like wedding venues to make it financially viable for them to continue to maintain this large parcel," said Fisher. "For example, a 40-acre parcel could easily be subdivided and have homes all over it."
The commission requested that the amendment be specific on what a wedding venue is, to separate it from anniversary or family reunion venues. Currently, there are three CUP possibilities in the Town Code:

community parks, playgrounds and centers, government facilities or bed and breakfasts.

Fisher told The Verde Independent that if the proposed text amendment were to pass, Council would need to evaluate over time whether such uses have unintended impacts on housing or neighborhood character and adjust policy as appropriate.
Your

Sent from my iPhone

[redacted]

AI Mode All Forums Short videos Videos News Images Shopping Web Boo

AI Overview +9

Fraudulently forming an entity as a church to operate a for-profit wedding venue is **illegal** and constitutes **tax fraud** and potentially other serious crimes. The law distinguishes between legitimate religious activities and commercial enterprises, even if the latter is operated by a church.

Here are key reasons why this activity is illegal and the potential consequences:

- **Operational Test**: To qualify for tax-exempt status under Section 501(c)(3) of the IRS code, an organization must be organized and operated "exclusively" for religious, charitable, or other exempt purposes. Operating a wedding venue for commercial profit as more than an insubstantial part of activities violates this "operational test".
- **Private Inurement**: No part of a 501(c)(3) organization's net earnings may "inure to the benefit of any private shareholder or individual". Using church funds or profits from a church-operated business for personal gain (e.g., the owner's salary beyond reasonable compensation, personal purchases) is a direct violation of this rule and can lead to significant penalties and criminal charges.
- **Unrelated Business Income Tax (UBIT)**: Even legitimate churches may be liable for taxes on income from an unrelated trade or business that is regularly carried on and not substantially related to their exempt purpose. A commercial wedding venue operation would likely fall under UBIT, meaning the income is taxable just like any other business, regardless of the church's status.
- **Fraud and Evasion**: Intentionally misrepresenting a commercial business as a church to avoid taxes is considered fraud and tax evasion, which are serious crimes with potential prison time, heavy fines, and penalties.
- **Legal Action**: Authorities, including the IRS and state Attorney Generals, can investigate and pursue legal action against fraudulent organizations and individuals

involved. This can result in the revocation of any tax-exempt status, court-ordered restitution, and criminal prosecution.

In summary, the law requires a clear distinction between a non-profit religious mission and a for-profit commercial venture. Attempting to disguise the latter as the former is a serious offense.

If you have information about potential tax fraud, you can report it to the IRS using Form [illegible].

IRS Can't Tax Churches, But Fake Ones Can Trigg...

Apr 13, 2017 — Unlock Your [illegible] Access more premiu...

Forbes



Do Churches Pay Taxes? Sometimes... - ChurchTrac

Do Churches Pay Taxes? Sometimes... Yes. Wait, hold on!...

ChurchTrac



Dive deeper in AI Mode

Forbes
https://www.forbes.com

Nov 18, 2013 — Fraud does happen to churches and there are plenty of facts that prove it. There's even a website dedicated to writing about fraud in religious institutions.

People also ask

What is embezzlement of church funds?

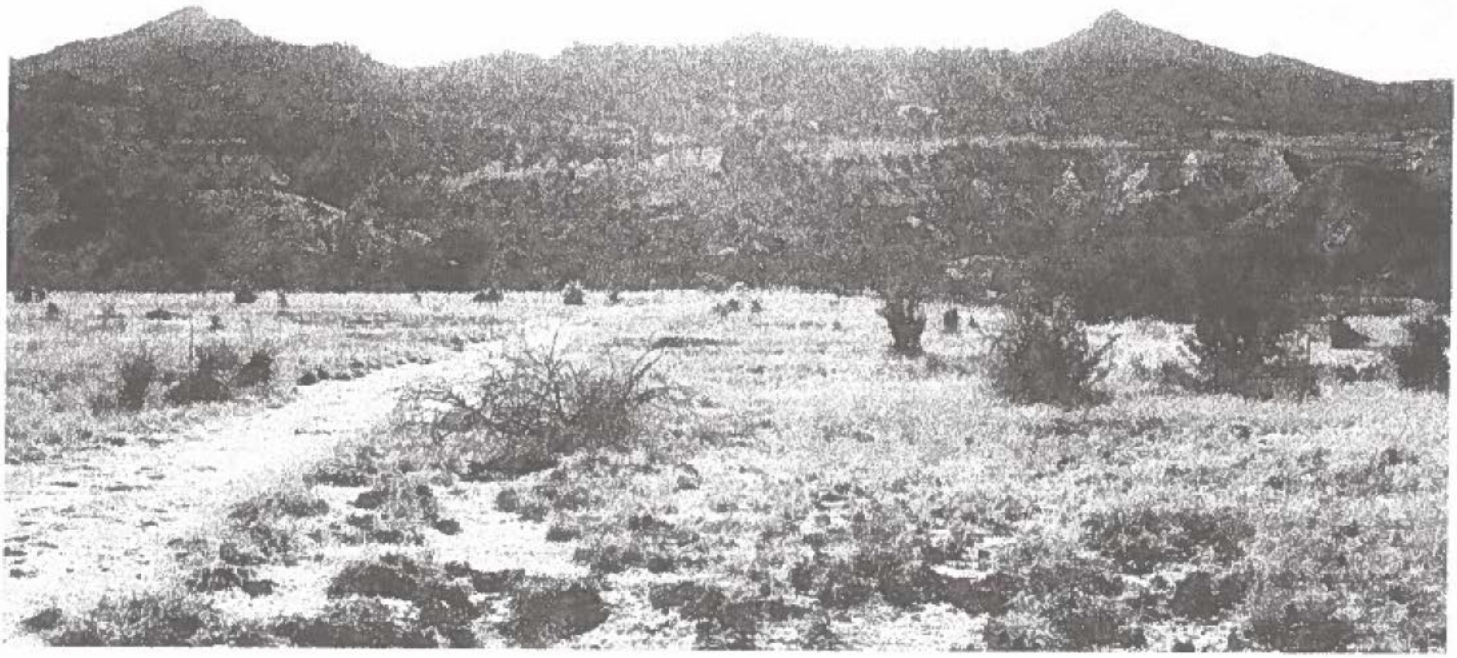
Do churches make you pay for weddings?

Why would a church be an LLC?

this shows Mr. Jenner did not donate the land to the city as he stated!

Camp Verde buys land parcel for trail access

By Jon Hecht - February 14, 2019



At a meeting on Wednesday, Feb. 6, the Camp Verde Town Council unanimously approved the purchase of a 4.4-acre parcel along Salt Mine Road from the Salt Mine Cattle Co., owned by Camp Verde resident Blair Jenner.

The land abuts a patch of land owned by the U.S. Forest Service that has multi-use trails into Ryal Canyon. There is no connection to the road for that trail without crossing Jenner's property.

"When people go to access Ryal Canyon Trail they have to park on Mr. Jenner's private land," Camp Verde Economic Development Director Steve Ayers said. "Well he's been pretty tolerant about it over the years but he's wanted the Forest Service to take over the property."

Since the land in question is alongside the edge of Camp Verde town property, the town decided to buy the land from Jenner instead, hoping that it would be able to do so faster than the USFS process.

In order to make the purchase, the town received $211,600 in funding from Arizona State Parks and Trails through the Off-Highway Vehicle Recreation Fund. The grant was approved inApril of 2018.

According to Ayers, the Off-Highway Vehicle Recreation Fund grant will be used not only in purchasing the land, but also for future development of it to improve the dirt road to the USFS trail and make it more accessible for those who want to make use of it.

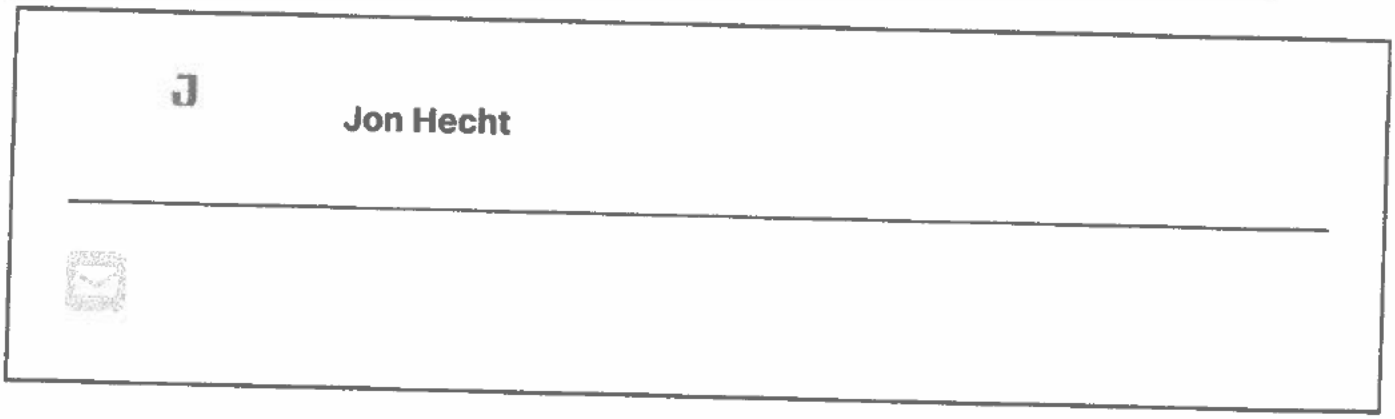
Ayers said he sees the purchase as part of a broader plan to expand trail access in Camp Verde. He said he hopes to develop a Camp Verde urban upland trail plan this year that will set out ideas for future development of trails, path- ways and right-of-ways both in Camp Verde and in the surrounding landscape, making the increased access to Ryal Canyon just one step of a broader focus on the beautiful landscape around town.

According to Ayers, there are currently 42 trails in and around Camp Verde, a number he

wants to increase and make more accessible.

"All you have to do is go over to Sedona on any weekend and see the amount of people who hike their trails," Ayers said. "We know that when people go out and they spend three or four hours on a trail, they come back and they usually stop at one of your restaurants and eat, or maybe even spend some time up here and spend some money in town."

[redacted]



Cottonwood bans cell phone use while driving

[redacted]

https://journal32.com/2019/02/14/camp-verde-buys-land-parcel-for-trail-access/?amp=1 11/9/25, 10:26 AM

COPY

CAMP VERDE MARSHAL OFFICE

CAD Call Address History, by Nature of Call 26

Nature: NON-INJURY/PROPERTY DAMAGE ACC

Time,Date	Address	City
11:50:45 03/07/99	SALTMINE RD; OASIS	CAMP VERDE
23:31:32 06/18/99	SALTMINE RD; OASIS	CAMP VERDE
18:07:10 11/11/99	GENERAL CROOK TRAIL; OASIS	CAMP VERDE
17:11:05 09/09/00	OASIS; SALTMINE RD	CAMP VERDE
17:59:55 01/28/02	OASIS RD	CAMP VERDE
07:10:00 04/19/03	SALTMINE RD;OASIS DR	CAMP VERDE
12:32:52 08/22/03	GENERAL CROOK TRAI; OASIS	CAMP VERDE
05:15:28 03/05/06	W SALT MINE RD; OASIS	CAMP VERDE
13:01:32 01/24/09	S OASIS RD; SALT MINE RD	CAMP VERDE
23:20:46 09/19/10	W HWY 260; OASIS	CAMP VERDE
20:22:11 04/12/11	W HWY 260; oasis	CAMP VERDE
18:39:44 04/05/12	SALT MINE RD; OASIS	CAMP VERDE
22:00:07 09/08/12	S OASIS RD; COPPER CNYN/PST SHTG	CAMP VERDE
15:04:39 02/01/14	W STATE ROUTE 260; OASIS RD	CAMP VERDE
07:39:55 12/31/14	W STATE ROUTE 260; AREA 3104; OASIS	CAMP VERDE
08:23:14 12/31/14	SALT MINE RD; 3 MILES PAST OASIS	CAMP VERDE
08:06:46 01/01/15	S SALT MINE RD; OASIS	CAMP VERDE
17:35:45 09/16/15	S SALT MINE RD; OASIS	CAMP VERDE
23:14:35 03/11/16	S SALT MINE RD; AREA 8250; MILE PAST OASIS	CAMP VERDE
18:12:20 11/30/19	S SALT MINE RD & S OASIS RD	CAMP VERDE
23:40:13 04/02/21	W STATE ROUTE 260 & S OASIS RD	CAMP VERDE
21:35:48 05/29/21	S OASIS RD & W STATE ROUTE 260	CAMP VERDE
19:17:28 10/16/21	W STATE ROUTE 260 & S OASIS RD	CAMP VERDE
19:25:36 05/24/22	W STATE ROUTE 260 & S OASIS RD	CAMP VERDE
15:35:05 06/26/22	W STATE ROUTE 260 & S OASIS RD	CAMP VERDE
11:39:14 03/17/23	W STATE ROUTE 260 & S OASIS RD	CAMP VERDE

Report Includes:
All dates, All nature of incidents matching `PD ACCIDENT`, All addresses matching `*OASIS*`, All cities matching `CV`, Exclude cancelled calls (Y/N)

Prepared for public release:

COPY

CAMP VERDE MARSHAL OFFICE

CAD Call Address History, by Nature of Call

Nature: PRIVATE PROPERTY ACC - DAMAGE

Time,Date	Address	City
23:40:45 07/01/12	S SALT MINE RD; 1 mile from oasis	CAMP VERDE

Report Includes:
All dates, All nature of incidents matching `PRIV PROP-DAM`, All addresses matching `*OASIS*`, All cities matching `CV`, Exclude cancelled calls (Y/N)

CAMP VERDE MARSHAL'S OFFICE
Prepared for public release:
November 25, 2025 #121

COPY

CAMP VERDE MARSHAL OFFICE

CAD Call Address History, by Nature of Call 81

Nature: NON-INJURY/PROPERTY DAMAGE ACC

Time,Date	Address	City
16:43:53 07/16/98	HWY 260; SALT MINE RD	CAMP VERDE
13:16:00 11/30/98	SALT MINE RD	CAMP VERDE
13:24:38 02/06/99	"HWY260;SALT MINE RD	CAMP VERDE
13:26:30 02/06/99	HWY 260; SALT MINE RD	CAMP VERDE
11:38:48 06/22/00	HWY 260; W OF SALT MINE	CAMP VERDE
13:27:45 10/29/02	SALT MINE RD;END	CAMP VERDE
20:01:50 04/11/03	W SALT MINE RD; BEASLEY FLAT	CAMP VERDE
16:37:06 08/12/03	658 W SALT MINE RD	CAMP VERDE
14:36:10 08/13/03	SALT MINE RD;1/2 MI IN FROM HWY 260	CAMP VERDE
20:32:39 08/14/03	W SALT MINE RD; STATION 3	CAMP VERDE
19:56:15 10/19/03	HWY 260;SALT MINE	CAMP VERDE
15:24:29 01/25/05	E HWY 260; W SALT MINE RD	CAMP VERDE
09:30:15 04/13/05	E HWY 260; SALT MINE RD	CAMP VERDE
05:15:28 03/05/06	W SALT MINE RD; OASIS	CAMP VERDE
22:56:29 10/13/06	W HWY 260; SALT MINE	CAMP VERDE
10:46:08 12/04/06	E HWY 260; SALT MINE RD	CAMP VERDE
18:23:23 12/17/06	212 W FINNIE FLATS RD;SALT MINE CELLARS	CAMP VERDE
10:17:14 12/23/06	SALT MINE RD	CAMP VERDE
22:38:18 01/13/07	E SALT MINE RD; VAIL RD	CAMP VERDE
17:44:13 02/04/07	S SALT MINE RD; WINDY POINT	CAMP VERDE
20:53:24 07/31/07	212 W FINNIE FLATS RD; SALT MINE CELLARS	CAMP VERDE
11:50:10 08/30/07	E HWY 260; SALT MINE	CAMP VERDE
17:22:52 10/04/07	SALT MINE RD	CAMP VERDE
21:52:58 12/01/07	SALT MINE RD ;INEZ CIR	CAMP VERDE
08:24:34 06/25/08	E HWY 260; salt mine	CAMP VERDE
13:01:32 01/24/09	S OASIS RD; SALT MINE RD	CAMP VERDE
21:49:06 12/15/09	SALT MINE RD; GAMBLE	CAMP VERDE
09:55:33 02/20/11	W FINNIE FLATS RD; SALT MINE CELLERS	CAMP VERDE
11:41:14 04/17/11	W FINNIE FLATS RD; SALT MINE CELLARS	CAMP VERDE
15:29:48 04/17/11	E HWY 260; SO OF SALT MINE RD	CAMP VERDE
22:38:02 08/24/11	SALT MINE RD; ROCK SLIDE AREA	CAMP VERDE
08:29:48 09/02/11	E HWY 260; SALT MINE RD	CAMP VERDE
18:57:58 02/09/12	W SALT MINE RD; NEAR COUNTY LINE	CAMP VERDE
18:39:44 04/05/12	SALT MINE RD; OASIS	CAMP VERDE
06:07:43 04/19/12	SALT MINE RD; winchester trail	CAMP VERDE
05:48:26 09/27/12	S SALT MINE RD; PECAN FARM	CAMP VERDE

CAMP VERDE MARSHAL'S OFFICE
Prepared for public release:
11/13/25 KP 2550

Time,Date	Address	City
22:31:01 10/23/12	E HWY 260; SALT MINE RD	CAMP VERDE
19:34:38 01/13/13	W SALT MINE RD	CAMP VERDE
19:24:32 05/21/13	W SALT MINE RD; CANAL	CAMP VERDE
17:00:00 07/05/14	S SALT MINE RD; passed blue sage way near 2425	CAMP VERDE
08:23:14 12/31/14	SALT MINE RD; 3 MILES PAST OASIS	CAMP VERDE
08:06:46 01/01/15	S SALT MINE RD; OASIS	CAMP VERDE
12:57:23 04/04/15	SALT MINE RD; COMING TO 103	CAMP VERDE
06:49:34 04/16/15	E STATE ROUTE 260; AREA 8510; SALT MINE RD	CAMP VERDE
17:35:45 09/16/15	S SALT MINE RD; OASIS	CAMP VERDE
12:00:30 12/21/15	E STATE ROUTE 260; SALT MINE RD	CAMP VERDE
23:14:35 03/11/16	S SALT MINE RD; AREA 8250; MILE PAST OASIS	CAMP VERDE
22:26:46 01/31/17	778 W SALT MINE RD; AREA 8120; AREA 8240 HIT & RUN	CAMP VERDE
03:57:20 05/04/17	2951 S SALT MINE RD; AREA 8240	CAMP VERDE
17:25:35 06/01/17	420 W SALT MINE RD; IN FRONT OF	CAMP VERDE
08:11:38 09/12/17	E STATE ROUTE 260; AREA 8510; SALT MINE ** AT ERNIES ***	CAMP VERDE
16:18:08 12/14/17	26 W SALT MINE RD; CAMP VERDE FD 3	CAMP VERDE
19:45:02 12/19/17	SALT MINE RD; AREA 8240	CAMP VERDE
15:19:21 04/10/18	S SALT MINE RD; AREA 8250; E STATE ROUTE 260	CAMP VERDE
07:34:55 05/03/18	W FINNIE FLAT RD; AREA 8130; SALT MINE SELLAR	CAMP VERDE
17:42:38 07/03/18	S SALT MINE RD; AREA 8250; NEAR PEACON FARM	CAMP VERDE
07:12:43 03/21/19	SALT MINE RD; 2 MILES DOWN NEAR WINDY POINT	CAMP VERDE
09:52:01 04/05/19	E STATE ROUTE 260 & W SALT MINE RD; EB SIDE	CAMP VERDE
13:34:04 04/16/19	W SALT MINE RD; AREA 8120; AT 260	CAMP VERDE
18:06:30 08/08/19	86 W SALT MINE RD; THE HAVEN; IN THE BACK PARKING LOT	CAMP VERDE
09:16:51 11/04/19	W SALT MINE RD & E STATE ROUTE 260	CAMP VERDE
18:12:20 11/30/19	S SALT MINE RD & S OASIS RD	CAMP VERDE
21:19:21 12/07/19	13 W SALT MINE RD	CAMP VERDE
15:42:13 12/18/19	26 W SALT MINE RD	CAMP VERDE
07:57:51 12/18/20	E STATE ROUTE 260 & W SALT MINE RD	CAMP VERDE
05:20:36 05/06/21	S SALT MINE RD & W EARL GREY CT	CAMP VERDE

Time.Date	Address	City
03:56:55 07/02/21	S SALT MINE RD & S BLAKE LN	CAMP VERDE
01:24:50 09/03/21	515 W SALT MINE RD	CAMP VERDE
17:17:07 02/14/22	SALT MINE RD & GAIL LN	CAMP VERDE
19:26:31 03/10/22	86 W SALT MINE RD	CAMP VERDE
14:21:56 06/03/22	E STATE ROUTE 260 & W SALT MINE RD	CAMP VERDE
23:43:38 10/08/22	W SALT MINE RD & E STATE ROUTE 260	CAMP VERDE
19:01:50 11/04/22	E STATE ROUTE 260 & W SALT MINE RD	CAMP VERDE
15:05:22 02/23/23	E STATE ROUTE 260 & W SALT MINE RD	CAMP VERDE
07:43:36 04/07/23	377 W SALT MINE RD	CAMP VERDE
00:38:59 05/13/23	E STATE ROUTE 260 & W SALT MINE RD; EAST OF ERNIES	CAMP VERDE
06:34:13 06/08/23	W SALT MINE RD & S LEWIS LN	CAMP VERDE
18:44:20 11/15/23	2442 S SALT MINE RD; IN THE AREA	CAMP VERDE
10:27:02 10/21/24	S SALT MINE RD & W EARL GREY CT	CAMP VERDE
12:42:21 02/08/25	451 W SALT MINE RD	CAMP VERDE
11:36:17 04/21/25	SHOOTING RANGE SALT MINE RD; JUST PAST ON DIRT RD	CAMP VERDE

Report Includes:
All dates, All nature of incidents matching `PD ACCIDENT`, All addresses matching `*SALT MINE*`, All cities matching `CV`, Exclude cancelled calls (Y/N)

COPY

CAMP VERDE MARSHAL OFFICE

CAD Call Address History, by Nature of Call 41

Nature: PERSONAL INJURY ACCIDENT

Time,Date	Address	City
07:00:37 08/24/98	HWY 260; AT SALT MINE RD	CAMP VERDE
17:43:19 09/13/98	"SALT MINE RD;WINDY POINT	CAMP VERDE
00:48:26 11/08/98	"END OF SALT MINE RD	CAMP VERDE
17:00:00 01/16/99	SALT MINE; OASIS	CAMP VERDE
08:48:00 01/23/99	SALT MINE RD	CAMP VERDE
19:41:26 06/19/00	SALT MINE RD; VISTA	CAMP VERDE
10:30:53 12/05/00	HWY 260;SALT MINE RD	CAMP VERDE
22:37:00 02/27/01	SALT MINE ROAD	CAMP VERDE
21:03:43 07/14/02	SALT MINE RD; GARDNER LN	CAMP VERDE
14:25:02 04/14/03	SALT MINE RD	CAMP VERDE
13:39:53 07/01/03	HWY 260;SALT MINE RD	CAMP VERDE
20:47:56 07/24/03	HWY 260;SALT MINE RD	CAMP VERDE
14:14:19 08/13/03	SALT MINE RD;VISTA	CAMP VERDE
08:33:09 10/18/03	997 W SALT MINE RD	CAMP VERDE
18:51:07 05/21/04	SALT MINE RD;5 MILES OUT	CAMP VERDE
18:42:36 05/28/04	salt mine rd;1/2 mi in	CAMP VERDE
20:42:00 06/12/04	SALT MINE RD;BTWN ST 82 & BEASLEY FLATS	CAMP VERDE
10:17:44 10/13/04	S SALT MINE RD	CAMP VERDE
16:07:34 11/27/04	E HWY 260; ernies;salt mine rd	CAMP VERDE
07:38:02 12/14/04	SALT MINE RD; 3-4 MILES OUT	CAMP VERDE
11:38:00 01/03/05	2000 S SALT MINE RD	CAMP VERDE
10:41:08 12/23/06	SALT MINE RD	CAMP VERDE
14:19:54 05/11/07	E HWY 260; SALT MINE RD	CAMP VERDE
21:04:01 09/10/08	S OASIS RD; SALT MINE	CAMP VERDE
07:04:01 01/08/09	SALT MINE RD; BASE OF WINDY HILL	CAMP VERDE
07:07:39 07/28/09	E HWY 260; SALT MINE RD	CAMP VERDE
09:05:19 08/29/09	E HWY 260; SALT MINE RD	CAMP VERDE
06:43:44 11/20/13	SALT MINE RD; CANAL CIRCLE	CAMP VERDE
16:16:20 02/26/14	W FINNIE FLAT RD; SALT MINE CELLAR	CAMP VERDE
17:21:17 03/22/15	W SALT MINE RD; NEAR THE POWER STATION	CAMP VERDE
23:16:14 05/04/15	S SALT MINE RD; AREA 8250 - COPPER CYN AREA	CAMP VERDE
14:27:57 09/13/16	E STATE ROUTE 260; AREA 8510; SALT MINE	CAMP VERDE
22:25:26 10/18/16	S SALT MINE RD; AREA 8250; BLAKE	CAMP VERDE
20:06:41 09/11/19	S OASIS RD & S SALT MINE RD	CAMP VERDE
18:30:22 11/16/19	W SALT MINE RD & E STATE ROUTE 260; ON SALT MINE	CAMP VERDE

CAMP VERDE MARSHAL'S OFFICE
Prepared for public release:
11/19/25 #220

YAVAPAI COUNTY SHERIFF'S OFFICE

David Rhodes, Sheriff

"Serving Since 1864"

78

255 East Gurley Street, Prescott, AZ 86301
(928) 771-3260
www.ycsoaz.gov

STATISTICAL REPORT - ACCIDENTS ON SALT MINE RD. & OASIS RD., CAMP VERDE 86322

****Records for Salt Mine Rd. Below - No accidents associated with Oasis Rd.****

Incident	Nature	Agency	Reported	Complainant
92-19230	PD Accident	YCSO	22:45:00 10/14/92	CAMP VERDE MARSHALLS OFFICE,
93-23014	PI Accident	YCSO	00:11:52 11/11/93	YAVAPAI COUNTY SHERIFF'S OFFICE,
94-00209	PD Accident	YCSO	17:37:43 01/03/94	TOOGOOD, KATHY M
94-09681	PD Accident	YCSO	17:48:34 05/04/94	CAMP VERDE MARSHALLS OFFICE,
94-16451	PI Accident	YCSO	21:52:34 07/20/94	KEYES, DARREN SCOTT
95-07284	PD Accident	YCSO	07:57:50 03/23/95	CAMP VERDE MARSHALLS OFFICE,
95-09396	PD Accident	YCSO	03:50:05 04/15/95	CAMP VERDE MARSHALLS OFFICE,
95-13443	PD Accident	YCSO	12:59:37 05/27/95	TAYLOR, JOSH
96-05475	PD Accident	YCSO	20:20:34 03/02/96	CAMP VERDE MARSHALLS OFFICE,
96-07306	PD Accident	YCSO	10:42:29 03/21/96	MACPHEE, RICHARD DOUGLAS
97-04678	PD Accident	YCSO	17:11:14 02/14/97	
97-16765	PD Accident	YCSO	23:41:28 06/06/97	ALPHA TOWING,
98-33348	PI Accident	YCSO	00:45:03 11/08/98	KOVACOKICH, DON
99-21701	PD Accident	YCSO	14:29:06 07/07/99	PARKER, BILL PORT
99-35217	PD Accident	YCSO	00:28:35 10/26/99	SONGAU, JACK
00-015650	PD Accident	YCSO	20:05:27 05/11/00	YAVAPAI COUNTY SHERIFF'S OFFICE,
00-015661	PD Accident	YCSO	21:06:52 05/11/00	CAMP VERDE MARSHALLS OFFICE,
01-010403	PD Accident	YCSO	02:01:19 03/22/01	BAGLEY, THOMAS JOSEPH
01-035403	PD Accident	YCSO	14:45:26 09/13/01	CAMP VERDE MARSHALLS OFFICE,
02-006910	PI Accident	YCSO	20:07:52 02/21/02	CAMP VERDE MARSHALLS OFFICE,
02-009674	PI Accident	YCSO	23:54:11 03/15/02	CAMP VERDE MARSHALLS OFFICE,
02-039071	PI Accident	YCSO	16:41:38 09/30/02	CAMP VERDE MARSHALLS OFFICE,
02-043563	PD Accident	YCSO	13:11:48 10/29/02	INGLIS, JO
03-005464	PI Accident	YCSO	23:27:23 02/06/03	CAMP VERDE MARSHALLS OFFICE,
03-006639	PD Accident	YCSO	00:36:05 02/15/03	
03-015082	PD Accident	YCSO	20:06:03 04/11/03	CAMP VERDE MARSHALLS OFFICE,
03-015493	PD Accident	YCSO	14:18:30 04/14/03	MEYERS, DAVE
03-031094	PI Accident	YCSO	02:47:30 07/20/03	
03-031135	PD Accident	YCSO	11:37:24 07/20/03	HARVEL, HOYT D
03-034811	PI Accident	YCSO	14:20:25 08/13/03	CLARKE, J
04-019753	PD Accident	YCSO	08:55:34 05/13/04	BUZANI, AURELIA R
04-024359	PI Accident	YCSO	20:42:40 06/12/04	BODLE, LORY
04-042824	PI Accident	YCSO	10:17:55 10/13/04	
05-015611	PI Accident	YCSO	10:34:52 05/04/05	YAVAPAI CO ROADS DEPT,
06-019834	PI Accident	YCSO	10:03:35 06/03/06	CAMP VERDE MARSHALLS OFFICE,
06-030351	PD Accident	YCSO	14:07:54 08/22/06	RUGLOSKI, ROBERT STEWART
06-031595	PD Accident	YCSO	06:02:23 08/31/06	CAMP VERDE MARSHALLS OFFICE,
07-024147	PI Accident	YCSO	17:17:01 07/04/07	SEDONA FIRE DISTRICT,
07-025699	HR Accident	YCSO	01:48:25 07/14/07	
07-047374	PD Accident	YCSO	19:09:11 12/08/07	BUZANI, LUIS HECTOR
08-055341	PD Accident	YCSO	11:10:03 12/26/08	GARRISON, DENA

There was a large wedding on Salt Mine Rd and this person was leaving the wedding when she had the accident.

the wedding was 2 lots over from Salt Mine Farms.

COPY

ARIZONA CRASH REPORT

REPORT ID: YEAR 25 MONTH 11 DAY 15 HOUR 2140 NCIC NO. 13 OFFICER ID NO. 00779

Agency Report Number: V25009536

Total Number of Sheets: 3

1 — POLICE ONLY – FORWARD COPY TO ADOT TRAFFIC RECORDS SECTION, 064R, 206 S. 17TH AVE., PHOENIX, ARIZONA 85007-3233

COMPLETE THE TRUCK/BUS SUPPLEMENT IF ANY (circle) AND ANY (diamond) ARE CHECKED

2 — Total Units: 2 | Total Injuries: 2 | Total Fatalities: 0 | Estimated Total Damage Compared To $2,000 Limit: ◉ Over ☐ Under | ○ Fatal ☐ Hit/Run Unit # ___ | ○ Person Transported for Immediate Medical Care? | ◉ Tow Away of At Least One Vehicle from Scene? | District or Grid No.

3 — LOCATION
- On Highway/Road/Street: OASIS RD (Private Property Crash) — ◪ Inside ☐ Outside — City: CAMP VERDE — County: YAVAPAI
- Intersecting Street/Road/M.P. or R.P.: ◪ At ◪ From SR-260 NONCARD — ☐ North ☐ East ☐ Plus ☐ Distance 0 ☐ Measured ◪ Approximate ☐ Miles ◪ Feet

Light Condition: ☐ 1 Daylight ☐ 2 Dawn ☐ 3 Dusk ☐ 4 Dark – Lighted ◪ 5 Dark – Not Lighted ☐ 6 Dark – Unknown Lighting ☐ 51 Unknown

Weather Conditions: ☐ 1 Clear ◪ 2 Cloudy ☐ 3 Sleet, Hail (freezing rain/drizzle) ☐ 4 Rain ☐ 5 Snow or Blowing Snow ☐ 7 Blowing Sand, Soil, Dirt ☐ 8 Fog, Smog, Smoke ☐ 50 Other ☐ 51 Unknown

GLOBAL POSITION — Latitude: 34.555890071887 — Longitude: -111.8720823281

4 — Is this a Secondary Collision: ☐ Yes ◪ No
If YES, were any of the following 1st responders hit? ☐ Law Enforcement ☐ Fire ☐ EMS ☐ Tow Operator ☐ DOT Worker ☐ Other ___

Roadway Clear Time: 2255 — Incident Clear: 2258

Safety Devices (SD): 0 – Not Applicable; 1 – None Used; 2 – Lap Belt; 3 – Shoulder and Lap Belt; 4 – Child Restraint System; 5 – Helmet Used; 50 – Other ___; 51 – Unknown

Airbag (AB): 0 – Not Applicable; 1 – Deployed – Front; 2 – Deployed – Side (Door, seatback); 3 – Deployed – Curtain (roof); 4 – Deployed – Other (knee, airbelt, etc.); 5 – Deployed – Combination; 6 – Deployed – Unknown Location; 7 – Not Deployed

Injury Severity (IS): 1 – No Injury; 2 – Possible Injury; 3 – Suspected Minor Injury; 4 – Suspected Serious Injury; 5 – Fatal Injury; 51 – Unknown/Not Reported

Seating Position: 31 21 11 / 32 22 12 / 33 23 13 / 38 28 18 — 42; 18 – Front Seat – Other (child in Lap); 28 or 38 – Additional passenger in vehicle by row; 40 – In enclosed cargo area; 41 – In unenclosed cargo area; 42 – Riding on Vehicle Exterior; 50 – Other; 51 – Unknown

5 — TRAFFIC UNIT NO. 1

☐ DL # ☐ No Valid License/Permit | State: CA | Class: C | End.: D | ◪ Driver ☐ Driverless ☐ Pedestrian ☐ Pedalcyclist | Name (First, Middle, Last): ROBERT ANTHONY CASTRO | ☐ ejected ☐ extricated | Suffix | Sex: M

Restrictions | Address | City: CA 913510000 | State | Zip Code | Telephone Number

Date of Birth | Owner/Carrier Name: RAFAEL CASTRO ☐ Same as Driver ☐ Gov't Vehicle | Address | City: CA 91351 | State | Zip Code

Color: GRY | Vehicle Year: 2025 | Make: HOND | Body Style: 5DHB | [redacted] | State: CA | Plate Mo/Yr: 01/2027 | ◇ Bus (9 or more seats)

VIN | Autonomous Veh ☐ Control: Man ☐ AV ☐ Unkn ☐ | Trailer (Other Unit) Plate No. | State | Year | GVW/GCWR (Rated) Greater Than 10k pounds? ◇ Yes ◪ No | HazMat Placard? ◇ Yes ◪ No

Safety Devices: 2 | Airbag: 2 | Injury Severity: 3 | Posted Speed Limit: 0 | Ofc Est. Speed: 15 | Injured Transported To/By: HOME BY FRIENDS

Vehicle Removed to (Address/Storage Location Identifier): REPAIR | ◪ Disabled ☐ Not Disabled | Vehicle Removed by: TOW | Orders of: OWNER

Insurance Company: LIBERTY MUTUAL | Telephone Number: (800) 225-2467 | Policy Number | Exp. Date

5 — TRAFFIC UNIT NO. 2

☐ DL # ☐ No Valid License/Permit | State: AZ | Class: D | End.: D | ◪ Driver ☐ Driverless ☐ Pedestrian ☐ Pedalcyclist | Name (First, Middle, Last): BRYANT CONTRERAS CHAVIRA | ☐ ejected ☐ extricated | Suffix | Sex: M

Restrictions | Address | City: AZ 863145577 | State | Zip Code | Telephone

Date of Birth | Owner/Carrier Name: CHRISTIAN JAVIER CONTRERAS CHA ☐ Same as Driver ☐ Gov't Vehicle | Address | City: 863012461 | State | Zip Code

Color: BLK | Vehicle Year: 2014 | Make: DODG | Body Style: TK | [redacted] | State: AZ | Plate Mo/Yr: 12/2025 | ◇ Bus (9 or more seats)

VIN | Autonomous Veh ☐ Control: Man ☐ AV ☐ Unkn ☐ | Trailer (Other Unit) Plate No. | State | Year | GVW/GCWR (Rated) Greater Than 10k pounds? ◇ Yes ◪ No | HazMat Placard? ◇ Yes ◪ No

Safety Devices: 2 | Airbag: 7 | Injury Severity: 1 | Posted Speed Limit: 45 | Ofc Est. Speed: 45 | Injured Transported To/By: HOME BY FAMILY

Vehicle Removed to (Address/Storage Location Identifier): HOME | ◪ Disabled ☐ Not Disabled | Vehicle Removed by: TOW | Orders of: OWNER

Insurance Company: GEICO | Telephone Number: (800) 841-3000 | Policy Number | Exp. Date

6 — PASSENGERS

Unit #	Seat Pos	SD	AB	IS	Name	Address	City	State	Zip Code	Phone	Sex	D.O.B.
1	13	2	2	3	☐ transported by EMS/Fire CHLOE MARIE SORRELL ☐ extricated						F	
2	13	2	7	1	☐ transported by EMS/Fire STEFHANI FERNANDA GRANADOS CARO ☐ ejected ☐ extricated						F	
					☐ transported by EMS/Fire ☐ ejected ☐ extricated							

7 — VEHICLE DAMAGED AREA(S) – (CIRCLE ALL THAT APPLY)

Unit # 1: 1 2 3 4 5 6 7 8 9 — 0 – NONE; 10 – UNDERCARRIAGE; 51 – UNKNOWN

Unit # 2: 1 2 3 4 5 6 7 8 9 — 0 – NONE; 10 – UNDERCARRIAGE; 51 – UNKNOWN

8 — Property Damaged (Other than Vehicles) | Owner Code (OC): 1 – Private; 2 – Public Utility; 3 – Federal Government; 4 – State of Arizona; 5 – County in Arizona; 6 – City in Arizona; 7 – Tribal Nation; 51 – Unknown | Inventory Tag No

OC	Owner's Name	Address (or Bar Code ID Number)	City	State	Zip Code	Telephone Number

9 — WITNESSES

Name	Address	City	State	Zip Code	Telephone Number	D.O.B.
PAUL ELMER						
MARY VELKY						

10 — CITATION

UNIT #	A.R.S. NO. OR CITY CODE	UNIT #	A.R.S. NO. OR CITY CODE

11 — Photos Taken ◪ Yes ☐ No | Photographer's Name, ID Number and Agency Name: J. JENKINS 779 CVMO | Invest. At Scene ◪ Yes ☐ No | Date Invest.: 11/15/2025 | Time Invest.: 21:47 | Fire/EMS Incident No

Officer's Name / Badge #	Supervisor's Signature	Agency Name	Date Completed
J. JENKINS (779)	J. PATTEN (336)	Camp Verde Marshal's Office	11/15/2025

01-2704A R10/2

CAMP VERDE MARSHAL'S OFFICE
Prepared for public release:

ARIZONA CRASH REPORT

REPORT ID

Agency Report Number: V25009536

1 — CONTINUED
POLICE ONLY – FORWARD COPY TO
ADOT TRAFFIC RECORDS SECTION, 064R
206 S. 17TH AVE., PHOENIX, ARIZONA 85007-3233

YEAR	MONTH	DAY	HOUR	NCIC NO.	OFFICER ID NO.
25	11	15	2140	1313	000779

12 — ROAD SURFACE CONDITION
UNIT # 1 2
1 DRY; 2 WET; 3 SNOW/SLUSH; 5 ICE/FROST; 6 WATER (standing/moving); 8 MUD/DIRT/GRAVEL/SAND; 50 OTHER; 51 UNKNOWN

13 — ROAD GRADE
UNIT # 1 2
1 LEVEL; 2 DOWNHILL; 3 UPHILL; 51 UNKNOWN

14 — RELATION TO JUNCTION
0 NOT JUNCTION RELATED
1 INTERSECTION (within) 4-WAY T-INTER OTHER
2 INTERSECTION-RELATED
3 ENTRANCE/EXIT RAMP
4 RAILWAY GRADE CROSSING
7 DRIVEWAY or ALLEY ACCESS
50 OTHER
51 UNKNOWN

15 — TRAFFIC WAY DESCRIPTION
1 ONE WAY TRAFFICWAY
2 TWO-WAY, NOT DIVIDED (no median present)
3 TWO-WAY, (NOT DIVIDED) WITH A CONTINUOUS LEFT TURN LANE
4 TWO-WAY, DIVIDED, UNPROTECTED MEDIAN
5 TWO-WAY, DIVIDED, POSITIVE MEDIAN BARRIER
51 UNKNOWN

16 — TRAFFIC CONTROL DEVICE
UNIT # 1 2
0 NO CONTROLS; 1 SIGNAL; 2 STOP SIGN; 3 YIELD SIGN; 4 WARNING SIGN; 5 RAILROAD CROSSING SIGN; 6 FLASHING TRAFFIC SIGNAL; 7 PERSON (law enforcement, crossing guard, flagger etc.); 8 TRAFFIC CIRCLE / ROUNDABOUT; 9 PEDESTRIAN HYBRID BEACON/HAWK; 50 OTHER; 51 UNKNOWN

17 — MANNER OF CRASH IMPACT
1 SINGLE VEHICLE
2 ANGLE (front to side) (other than left turn)
3 LEFT TURN
4 REAR END (front-to-rear)
5 HEAD-ON (front-to-front) (other than left turn)
6 SIDESWIPE, SAME DIRECTION
7 SIDESWIPE, OPPOSITE DIRECTION
10 U-TURN
50 OTHER
51 UNKNOWN

18 — DIRECTION OF UNIT TRAVEL (Compass)
BEFORE 1ST CRASH EVENT
UNIT # 1 2
1 NORTH; 2 SOUTH; 3 EAST; 4 WEST; 5 NORTHWEST; 6 NORTHEAST; 7 SOUTHWEST; 8 SOUTHEAST; 51 UNKNOWN

NOTE: FOR PARKED OR STOPPED VEHICLES, INDICATE THE DIRECTION THE VEHICLE WAS FACING AT THE TIME OF THE CRASH

19 — CONTRIBUTING CIRCUMSTANCES
UP TO TWO CHOICES PER UNIT
UNIT # 1 2
0 NO CONTRIBUTING CIRCUMSTANCE

ENVIRONMENTAL
1 GLARE: A SUNLIGHT
2 PHYSICAL OBSTRUCTION(S): A STOPPED/PARKED VEHICLE; B MOVING VEHICLE; C LOAD ON VEHICLE; D TREE/SHRUB/BUSH

ROAD
3 ROAD SURFACE CONDITION; 4 DEBRIS; 5 WORK ZONE; 6 OBSTRUCTION IN ROADWAY; 7 CHANGING ROAD WIDTH; 8 NON-HIGHWAY WORK

MOTOR VEHICLE
12 TIRES; 50 OTHER; 51 UNKNOWN

ROAD RAGE
POSSIBLE ROAD RAGE INCIDENT

20 — DISTRACTED DRIVING BEHAVIOR
UNIT # 1 2
0 NOT DISTRACTED / NOT APPLICABLE; 1 TALKING ON HANDS FREE DEVICE; 2 TALKING ON HAND HELD DEVICE; 3 PASSENGER; 4 OTHER ACTIVITY, ELECTRONIC DEVICE; 5 MANUALLY OPERATING AN ELCTRONIC DEVICE; 6 OTHER INSIDE THE VEHICLE (eating, drinking, etc.); 7 OUTSIDE THE VEHICLE (includes unspecified distractions); 50 DISTRACTED, UNKNOWN REASON; 51 UNKNOWN IF DISTRACTED

21 — CONDITION INFLUENCING Driver/Ped/Cyclist
UP TO THREE CHOICES PER UNIT
UNIT # 1 2
0 NO APPARENT INFLUENCE; 1 ILLNESS OR PHYSICAL IMPAIRMENT; 3 FELL ASLEEP/FATIGUED; 4 ALCOHOL; 5 ILLEGAL DRUGS; 6 MEDICATIONS; 7 MARIJUANA; 8 MED MARIJUANA CARD PRESENTED; 50 OTHER; 51 UNKNOWN CONDITION

21 DRE *(check all that apply)*
1 2
a DRE RESPONDED
b SUSPECT EVALUATED
c SUSPECT ARRESTED

BLOCKS 12 - 26: CHECK ONLY ONE OR ONE BLOCK PER UNIT UNLESS NOTED

22 — VIOLATIONS/BEHAVIOR
CHECK ALL THAT APPLY
UNIT # 1 2
1 NO IMPROPER ACTION; 2 SPEED TOO FAST FOR CONDITIONS; 3 EXCEEDED LAWFUL SPEED; 4 FOLLOWED TOO CLOSELY; 5 RAN STOP SIGN; 6 DISREGARDED TRAFFIC SIGNAL; 7 MADE IMPROPER TURN; 8 DROVE LEFT OF CENTER LINE; 9 WRONG WAY DRIVING; 10 CROSSED MEDIAN; 11 PASSED IN NO PASSING ZONE; 12 UNSAFE LANE CHANGE; 13 FAILED TO KEEP IN PROPER LANE; 17 DID NOT USE CROSSWALK; 20 FAILED TO YIELD RIGHT-OF-WAY; 49 AGGRESSIVE DRIVING; 50 OTHER; 51 UNKNOWN

23 — TRAFFIC UNIT MANEUVER/ACTION
UNIT # 1 2
1 GOING STRAIGHT AHEAD; 2 SLOWING IN TRAFFICWAY; 3 STOPPED IN TRAFFIC WAY; 4 MAKING LEFT TURN; 5 MAKING RIGHT TURN; 6 MAKING U-TURN; 7 OVERTAKING/PASSING; 8 CHANGING LANES; 9 NEGOTIATING A CURVE; 10 BACKING; 11 AVOIDING VEHICLE /OBJECT/PED/CYCLIST; 12 ENTERING PARKING POSITION; 13 LEAVING PARKING POSITION; 14 PROPERLY PARKED; 15 IMPROPERLY PARKED; 16 MOVING VEHICLE – NO DRIVER; 17 CROSSING ROAD; 18 WALKING WITH TRAFFIC; 19 WALKING AGAINST TRAFFIC; 20 STANDING; 21 LYING; 22 GETTING ON/OFF VEHICLE; 50 OTHER; 51 UNKNOWN

24 — LOCATION OF PEDESTRIAN/CYCLIST
UNIT #
1 AT INTERSECTION-IN MARKED CROSSWALK
2 AT INTERSECTION-UNMARKED/UNKNOWN IF MARKED CROSSWALK
3 AT INTERSECTION-NOT IN CROSSWALK
4 AT INTERSECTION-UNKNOWN LOCATION
5 NOT AT INTERSECTION-IN MARKED CROSSWALK
6 NOT AT INTERSECTION-ON ROADWAY, NOT IN MARKED CROSSWALK
7 NOT AT INTERSECTION-ON ROADWAY, CROSSWALK AVAILABILITY UNKNOWN
8 SCHOOL CROSSWALK
9 PARKING LANE/ZONE
10 BICYCLE LANE
11 SHOULDER/ROADSIDE
12 SIDEWALK
13 MEDIAN/CROSSING ISLAND
14 DRIVEWAY ACCESS
15 SHARED-USE PATH
16 NON-TRAFFICWAY AREA
50 OTHER
51 UNKNOWN LOCATION

25 — ROADWAY ALIGNMENT
UNIT # 1 2
1 STRAIGHT; 2 CURVE LEFT; 3 CURVE RIGHT; 51 UNKNOWN

26 — LANE
Please enter unit's number and lane of travel before first crash event

UNIT 1	UNIT 2
2	1

0 TWO-WAY CONTINUOUS LEFT TURN
1-9 1= FIRST LANE NEXT TO A MEDIAN THRU 9
10 CROSSWALK
LT THRU LX – LEFT TURN ONLY LANES (LT = 1ST LEFT TURN AFTER MEDIAN/CENTERLINE)
R1 THRU RX – RIGHT TURN LANES (R1 = 1ST RIGHT TURN AFTER THROUGH LANES)
SW SIDEWALK
BL DEDICATED BIKE LANE
HOV HIGH OCCUPANCY VEHICLE
49 NON-ROADWAY
50 OTHER
51 UNKNOWN

27 — SEQUENCE OF EVENTS
UP TO FOUR CRASH EVENTS FOR EACH UNIT IN THE ORDER OF OCCURRENCE

NON-COLLISION
1 OVERTURN/ROLLOVER
2 FIRE/EXPLOSION
5 CARGO/EQUIPMENT LOSS/SHIFT
6 FELL/JUMPED FROM VEHICLE
8 OTHER NON-COLLISION
9 EQUIPMENT FAILURE (tires, brakes)
10 SEPARATION OF UNITS
11 RAN OFF ROAD RIGHT
12 RAN OFF ROAD LEFT
13 CROSS MEDIAN
14 CROSS CENTERLINE
15 DOWNHILL RUNAWAY

COLLISION WITH PERSON, MOTOR VEHICLE, OR NON-FIXED OBJECT
16 MOTOR VEHICLE IN TRANSPORT
17 PEDESTRIAN
18 PEDALCYCLE
19 TRAIN
20 LIGHT RAILWAY/RAILCAR VEHICLE
21 ANIMAL
25 PARKED MOTOR VEHICLE
27 STRUCK BY FALLING, SHIFTING CARGO OR ANYTHING SET IN MOTION BY ANOTHER VEHICLE
28 OTHER NON-FIXED OBJ

COLLISION WITH FIXED OBJECT
29 IMPACT ATTENUATOR/CRASH CUSHION/GUARDRAIL END
33 CONCRETE CURB
36 GUARDRAIL FACE
38 MEDIAN BARRIER
39 CABLE BARRIER
41 TREE, BUSH, STUMP (standing)
42 TRAFFIC SIGN SUPPORT
43 TRAFFIC SIGNAL SUPPORT
44 UTILITY POLE/LIGHT SUPPORT
46 FENCE
50 OTHER FIXED OBJ
51 UNKNOWN

FIRST HARMFUL EVENT OF THE CRASH: 16

SEQUENCE OF EVENTS PER TRAFFIC UNIT

	Unit 1	Unit 2
FIRST EVENT	16	16
SECOND EVENT		
THIRD EVENT		
FOURTH EVENT		

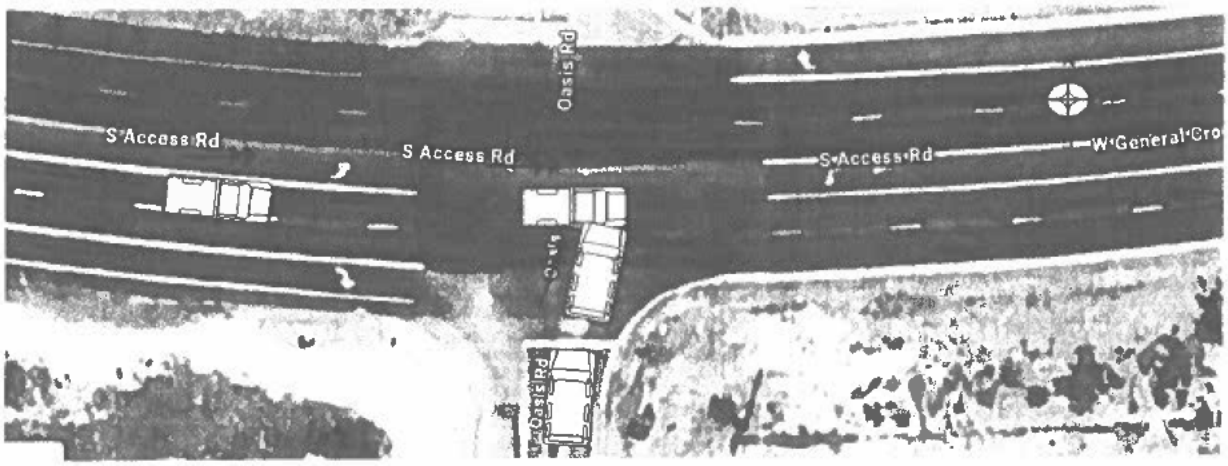
01-2704B R01/21

ARIZONA CRASH REPORT		REPORT ID																Agency Report Number
		YEAR		MONTH		DAY		HOUR				NCIC NO.				OFFICER ID NO		
1	**CONTINUED** *POLICE ONLY*—FORWARD COPY TO ADOT TRAFFIC RECORDS SECTION, 064R 206 S. 17TH AVE., PHOENIX, ARIZONA 85007-3233	2	5	1	1	1	5	2	1	4	0	1	3	1	3	0	0	0	7	7	9	V25009536

28 CRASH DIAGRAM

☐ MEASUREMENTS ARE APPROXIMATE AND NOT TO SCALE

☐ MEASUREMENTS ARE SCALED (SCALE = _____)



30 NARRATIVE Describe what happened

ON SATURDAY, NOVEMBER 15TH, 2025, AT APPROXIMATELY 21:40 HOURS, I RESPONDED TO THE AREA OF W STATE ROUTE 260 AND S OASIS ROAD IN CAMP VERDE, AZ, FOR THE REPORT OF A TWO VEHICLE COLLISION WITH INJURIES. ON SCENE, I IDENTIFIED TWO VEHICLES WHICH HAD BEEN INVOLDED IN A T-BONE STYLE COLLISION. VEHICLE ONE WAS A 2025 GREY HONDA HR-V DISPLAYING CALIFORNIA LICENSE PLATE, 9RTR943. VEHICLE ONE WAS DRIVEN BY ROBERT ANTHONY CASTRO WHILE CHLOE MARIE SORRELL WAS A PASSENGER. VEHICLE TWO WAS A 2013 BLACK DODGE RAM 3500 DISPLAYING ARIZONA LICENSE [redacted] VEHICLE TWO WAS BEING DRIVEN BY BRYANT CONTRERAS CHAVIRA WHILE STEFHANI FERNANDA GRANADOS CARO WAS A PASSENGER. VEHICLE ONE HAD FAILED TO YIELD WHILE MAKING A RIGHT TURN ONTO THE HIGHWAY FROM S OASIS RD. AFTER BEING EVALUATED BY EMS CREWS, ALL PARTIES INVOLVED REFUSED MEDICAL TREATMENT. BOTH VEHICLE'S WERE TOWED FROM THE SCENE. VEHICLE TWO WAS TOWED PRIVATELY.

01-2704C R01/21

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Meeting Date: January 21, 2026

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: Presentation of FY25 Community Outreach Fund awardee reports and discussion, consideration, and possible direction on FY26 Community Outreach fund distribution.

Attached Documents:

- FY25 Community Outreach Fund Awardee Reports

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

Reviewed By:

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

Financial Review (if applicable):

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

Background Information:

FY25 Community Outreach Fund Awardee Reports

In FY25, the Town Council allocated $50,000 in Community Outreach Funds to support nonprofit organizations that serve the Camp Verde community. At its May 7, 2025 meeting, the Town Council approved the release of a funding application for eligible nonprofits. The application was made available on May 9, 2025, with a submission deadline of June 5, 2025. By the close of the application period, the Town received 32 funding requests from nonprofit organizations. At the June 18, 2025 Town Council meeting, funding was awarded to the following organizations:

The Bread of Life Missions, Inc.	$	5,000.00
Society of St Vincent de Paul	$	5,000.00
Humane Society of Sedona, Inc	$	4,000.00
Verde Valley Homeless Coalition	$	3,600.00
Calvary Chapel Camp Verde, CARE Ministry	$	3,600.00
Verde Valley Senior Citizens Association, Inc dba Verde Valley Senior Center	$	5,000.00
Home for New Beginnings	$	3,600.00
Verde Valley Sanctuary	$	3,600.00

Hope Women's Center	$ 3,600.00
Manzanita Outreach	$ 5,000.00
Seventh-day Adventist Food Pantry	$ 5,000.00
Senior Citizens of Camp Verde Inc.	$ 3,000.00
	$ 50,000.00

As part of the application process, applicants were required to acknowledge that, if awarded funding, their organization would submit a brief report by the end of calendar year 2025 detailing how the funds were used and whether any portion of the funding would need to be carried forward into a future fiscal year.

Attached are the reports submitted by each of the awarded organizations. Town staff have requested that a representative from each funded agency be present at the meeting to address any questions the Town Council may have regarding their report.

FY26 Community Outreach Fund Distribution Discussion
For FY26, the Town has budgeted $20,000 for Community Outreach funding. Town staff are seeking direction from the Town Council regarding how these funds should be distributed.

If the Town Council wishes to follow the same process used in FY25, staff could release the funding application during the week of January 26th, with applications due by the end of February and funding awards considered in March. Should Council choose this approach, staff recommend evaluating applications based on the written submissions rather than requiring agencies to provide brief in-person presentations.

Alternatively, the Town Council may consider a direct award process, in which Council identifies and selects the organization(s) to receive funding or another funding option.

Connection to the FY25-FY30 Strategic Plan

This initiative aligns with the Strategic Plan by strengthening support for local non-profits that directly serve Camp Verde residents.

Question(s) before the Council:

- Does Town Council have any questions about FY25 awardee reports?
- How would the Town Council like to distribute the FY26 Community Outreach Funds?

(928)216-5252
Tom@BreadofLifeaz.org

BREAD OF LIFE MISSIONS INC
HUNGER NO MORE

P.O. Box 2991,
Camp Verde AZ, 86322

BreadofLifeaz.org

Camp Verde Town Council,

We at the Bread of Life Missions are deeply grateful to the Town of Camp Verde, Arizona, for awarding us a generous $5,000 grant. This funding arrived at a pivotal time, allowing us to extend our reach and support to the community's most vulnerable families during the holiday season. The grant not only represents financial assistance but also a shared commitment to fostering compassion and unity in Camp Verde, where many residents face economic hardships.

Your investment in our mission underscores the town's dedication to ensuring no one goes without during times of celebration and reflection. With this grant, we were able to purchase and distribute high-quality turkeys for Thanksgiving and hams for Christmas, directly benefiting nearly 400 underprivileged families in Camp Verde. These provisions turned what could have been a challenging period into moments of joy and nourishment, helping families gather around tables with dignity and warmth. Our volunteers worked tirelessly to organize the distributions. The smiles and heartfelt thanks from recipients were a testament to the real difference this support made, alleviating food insecurity and strengthening community bonds during the holidays.

Looking ahead, we hope this successful collaboration paves the way for future partnerships with the Town of Camp Verde. Your grant has inspired us to expand our programs, and we remain committed to serving our neighbors with dignity, choice and purpose. On behalf of the entire Bread of Life Missions team and the families we serve, thank you once again for your generosity, it truly embodies the spirit of giving that defines our town.

Tom Meredith
Director of The Bread of life Missions



December 22,2025
To the Town Council of Camp Verde, AZ
From St. Vincent de Paul, St Frances Cabrini Conference, Camp Verde, AZ

Dear Town Council Members,

I'm writing in gratitude for your support of Camp Verde's Society of St. Vincent de Paul to report on what we have been able to do this year since you graciously and generously gave the conference $5000.00 of the grant bestowed on charitable organizations in our town in 2025.

The funds we received from the Town Council Grant was combined with other funds we received from donations from individuals, church collections, and fundraisers. We worked very hard this year as there was more need then there has been before.

- We were able to help 742 households over 2025. 699 calls were received in our office asking for assistance.
- 1653 people were helped. 1212 adults and 441 children.
- 24 homeless received food, gas, propane, coats, and blankets.
- We were able to help with Dental, Medical, APS bills, Propane bills, Water bills, Rents keeping families from being evicted.
- 750 Coats, sweaters, blankets were given.
- 87 turkeys were given out as well as food boxes, milk, cheese, butter, and eggs at Thanksgiving along with a dinner SVdP provided for the community in which 74 people attended.

Christmas this year was made brighter for many families struggling in our community because we had your help. We appreciate all that the Town Council does to support our community in good and caring ways.

God bless you all and may we have a beautiful, peaceful, and prosperous 2026

Please keep us on all grant opportunities so that we may continue to serve our neighbors in need here in Camp Verde.

Blessings

Maria T Kaesberg

Maria T Kaesberg, President
St Vincent de Paul, St Frances Cabrini Conference,
President of District One and Board Member of the
Diocesan Board of Directors, Phoenix

Humane Society of Sedona 2025 Year End Report
Camp Verde Community Outreach Funds

FY2025 Award of $4,000

The Humane Society of Sedona (HSS) accepted a total of 50 unwanted and abandoned dogs and cats from Camp Verde residents and Camp Verde Marshall's Office in 2025. Thirty dogs and twenty cats from Camp Verde were cared for by HSS.

	CVMO Transfer	Public Stray	Citizen Surrender	TOTAL
Dogs	10	16	4	30
Cats	0	14	6	20
TOTAL	10	30	10	50

The Humane Society of Sedona used the full amount of the awarded funds for the cost of care of the 50 animals received from the Town of Camp Verde in 2025. Although this funding was a small portion of the total cost of care for these animals from Camp Verde, the funding was beneficial and helped to off-set HSS' total expense of $82,350 to care for these animals. The daily cost of care to house, clean, feed, and provide necessary veterinary care to each animal was calculated at $60.11 per day, per animal with the total days of care for all Camp Verde animals combined at 1,370 days of care.

	Days In Care	Cost @ $60.11/day
CVMO Transfers	368	$22,120
Dogs from Public	348	$20,918
Cats from Public	654	$39,312
TOTAL	1,370	$82,350

HSS also provided subsidized Veterinary services for 16 owned animals to assist Camp Verde pet owners with spay/neuter, vaccines, and microchips. HSS covered these expenses through an Arizona License Plate Grant and did not utilize the Camp Verde Funds for these services.

Funding Report Submitted 12/30/2025
by Jennifer Brehler, Executive Director, Humane Society of Sedona

VERDE VALLEY
HOMELESS COALITION

To Whom it May Concern:

We began serving the town of Camp Verde in September 2025. We have found the city employees incredibly easy to work with and they have done their best to make our transition into Camp Verde simple.

We were able to move into the space provided with no problems and it required no modifications for our use.

Our initial expenses to begin operations included purchasing storage tubs to keep supplies in, a locking cabinet for confidential documents, and a tablet for use by clients which sought out our assistance. The total of these purchases was approximately $500.

Ongoing expenses are transportation/fuel for outreach, staffing, laundry supplies, replenishing bathing supplies, and “portable” food items. The ongoing expenses total approximately $1250 per month.

The total sum awarded to us has been utilized at this time. There will be no funding to roll over into the next year.

Should you have any need for additional information please contact our offices by any means listed below.

Rhonda Bishop

Rhonda Bishop
Executive Director

P.O. Box 2893 / 654 N Main Street
Cottonwood, AZ 86326

928-852-0370

EIN 82-5453821
email:
rbishop@verdevalleyhomelesscoalition.com

From: Corbett Stone
To: Leah Rhodes
Cc: "Calvary Chapel"; "[redacted]"
Subject: Calvary Chapel Camp Verde CARE Ministry Report - Community Work Summary & Budget Outlook
Date: Monday, January 5, 2026 4:42:17 PM
Attachments: 2025 CARE Ministry Budget Report.pdf

Dear Ms. Rhodes,

I hope this note finds you well.

I'm writing to provide a summary of CARE Ministry activities during the past six months and to share a brief outlook for the coming year. (As we discussed I took over the leadership roll from Jay Tuttle in November.)

Accomplishments in the Past Six Months
In the second half of 2025, our volunteers conducted dozens of visits and phone check-ins with local Camp Verde residents, many of whom are elderly, disabled, or socially isolated. These visits most often involved:

. Helping clients access medical care, food assistance, or housing resources
. Providing home care, transportation or assistance with prescriptions and basic errands
. Offering companionship, emotional support, and spiritual care
. Coordinating with churches, local nonprofits, and food banks to respond to immediate needs

Our volunteer team includes both men and women, and we work in pairs whenever possible. We've expanded our internal documentation process to ensure each client interaction is tracked for continuity and safety.

Plans for 2026
Looking ahead, we hope to:

. Recruit and train additional volunteers to handle increased needs
. Offer orientation meetings and resource guides for new team members
. Build a more complete internal directory of local resources
. Organize occasional client transport days for groceries or medical appointments
. Develop a system for monthly check-ins with higher-risk individuals
. Strengthen partnerships with other local ministries and service providers
. Expand our client base through referrals from churches and word of mouth

We believe these goals will help us reach more people in need while making our team's work more sustainable and effective.

Budget Use and Carryover
In 2025, CARE Ministry spent $667.11, primarily on food, fuel reimbursements, and small items for clients. We respectfully request that the remaining $2,932.89 be carried forward to support the above efforts in 2026.

Thank you again for your support of grassroots community outreach programs. Please don't hesitate to reach out if you would like a more detailed summary or have any questions.

Warm regards,
Corbett Stone
CARE Ministry Coordinator
Calvary Chapel Camp Verde
[redacted]

	Date	Type	Number	Who	Memo	Description	Account	Amount	
1	7/28/2025	Transfer			Deposit	Initial Deposit	General Checking	$3,600.00	$3,600.00
2	9/2/2025	Check	14016	Van Putnam	Reimb.	Home Depot materials for front stair repair on a disabled person's home.	Care Ministry	-$74.21	$3,525.79
3	10/2/2025	Transfer		Denise Casterina	Gas Card	Rides to Doctor's appointments (2)	Benevolence	-$50.00	$3,475.79
4	10/5/2025	Check	14030	Tawny Hamlin (480) 205-4696 (Contractor)	One week of Service	Patient care services for two housebound and severely disabled people.	Care Ministry	-$250.00	$3,225.79
5	10/9/2025	Check	14031	Tawny Hamlin (480) 205-4696 (Contractor)	One week of Service	Patient care services for two housebound and severely disabled people.	Care Ministry	-$250.00	$2,975.79
6	11/10/2025	Check	14037	Holly Middaugh	Reimb.	Patient Food and Gas for Health Appointment (yearly GI exam)	Care Ministry	-$42.90	$2,932.89

Amount to carry forward to 2026 $2,932.89

Prepared by Corbett Stone
CARE Ministry Coordinator
cstone@asoriam.com

Transaction Report

Calvary Chapel Camp Verde
January 1-December 18, 2025

Transaction date	Transaction type	Num	Name	Memo/Description	Account full name	Item split account	Amount	Balance
National Bank - 20.Operations								
2018 Budgeted Funds								
2070 Care Ministry								
07/28/2025	Transfer				National Bank - 20.Operations:2018 Budgeted Funds:2070 Care Ministry	2000 GENERAL CHECKING	3,600.00	3,600.00
09/02/2025	Check	14016	Van Putnam	Reimbursement-Home Depot	National Bank - 20.Operations:2018 Budgeted Funds:2070 Care Ministry	Care Ministry	-74.21	3,525.79
10/02/2025	Transfer			gas card	National Bank - 20.Operations:2018 Budgeted Funds:2070 Care Ministry	2009 Benevolence	-50.00	3,475.79
10/05/2025	Check	14030	Tawny Hamelin	Care ministry service	National Bank - 20.Operations:2018 Budgeted Funds:2070 Care Ministry	Care Ministry	-250.00	3,225.79
10/09/2025	Check	14031	Tawny Hamelin	Care ministry service	National Bank - 20.Operations:2018 Budgeted Funds:2070 Care Ministry	Care Ministry	-250.00	2,975.79
11/10/2025	Check	14037	Holly Middaugh	reimburse food and gas	National Bank - 20.Operations:2018 Budgeted Funds:2070 Care Ministry	Care Ministry	-42.90	2,932.89
Total for 2070 Care Ministry							**$2,932.89**	
Total for 2018 Budgeted Funds with sub-accounts							**$2,932.89**	
Total for National Bank - 20.Operations with sub-accounts							**$2,932.89**	
TOTAL							**$2,932.89**	

Verde Valley Senior Center
Town of Camp Verde
July 1, 2025 - November 30, 2025
2025-2026

	7/1/2025-11/30/2025 Home Delivered Meals
Ordinary Income/Expense	
Income	
417 · City Donations	
417.1 · Camp Verde Town Donation	5,000.00
Total 417 · City Donations	5,000.00
407 · NACOG Contract - C.V. Portion (20%)	15,458.35
Total 407 · NACOG Contract - C.V. Portion	15,458.35
450 · Home Delivered Meals Revenue	
450.1 · Camp Verde	465.00
Total 450 · Home Delivered Meals Revenue	465.00
Total Income	20,923.35
Expense	
600.1 · Personnel Expenses	
626 · Wages - C.V. Van Driver	3,850.84
617 · Wages - Kitchen (10%)	6,674.95
Total 600.1 · Personnel Expenses	10,525.79
600.2 · Employee Related Expenses	
631.01 · Taxes-FICA/Medicare	805.22
631.03 · Taxes - SUTA	7.00
631.04 · Workers Comp Ins	249.00
Total 600.2 · Employee Related Expenses	1,061.22
605 · Auto	
604 · Gasoline (C.V. Vehicle)	655.88
639 · Repairs & Maintenance (C.V. Vehicle)	248.29
Total 605 · Auto	904.17
615 · Supplies	
609 · Home Delivery Meal Containers 20%	1,922.70
612 · Meals & Raw Food 20%	11,416.71
Total 615 · Supplies	13,339.41
606 · Insurance	
606.02 · Auto (C.V. Vehicle)	1,048.00
Total 606 · Insurance	1,048.00
661 · Telephone, Internet, Cell Phone	0.00
Total 600.6 · Operating Expenses	26,878.59
Total Expense	26,878.59
Net Ordinary Income	-5,955.24

Verde Valley Senior Center
Town of Camp Verde
July 1, 2025 - November 30, 2025
2025-2026

- **Ordinary Income/Expense**
  - **Income**
    - **417 · City Donations**
      - **417.1 · Camp Verde Town Donation**
    - **Total 417 · City Donations**
    - **407 · NACOG Contract - C.V. Portion (20%)**
    - **Total 407 · NACOG Contract - C.V. Portion**
    - **450 · Home Delivered Meals Revenue**
      - **450.1 · Camp Verde**
    - **Total 450 · Home Delivered Meals Revenue**
  - **Total Income**
  - **Expense**
    - **600.1 · Personnel Expenses**
      - **626 · Wages - C.V. Van Driver**
      - **617 · Wages - Kitchen (10%)**
    - **Total 600.1 · Personnel Expenses**
    - **600.2 · Employee Related Expenses**
      - **631.01 · Taxes-FICA/Medicare**
      - **631.03 · Taxes - SUTA**
      - **631.04 · Workers Comp Ins**
    - **Total 600.2 · Employee Related Expenses**
      - **605 · Auto**
        - **604 · Gasoline (C.V. Vehicle)**
        - **639 · Repairs & Maintenance (C.V. Vehicle)**
      - **Total 605 · Auto**
      - **615 · Supplies**
        - **609 · Home Delivery Meal Containers 20%**
        - **612 · Meals & Raw Food 20%**
      - **Total 615 · Supplies**
      - **606 · Insurance**
        - **606.02 · Auto (C.V. Vehicle)**
      - **Total 606 · Insurance**
      - **661 · Telephone, Internet, Cell Phone**
    - **Total 600.6 · Operating Expenses**
  - **Total Expense**
- **Net Ordinary Income**

Home for New Beginnings

Annual Report

Executive Summary

Home for New Beginnings is a 501(c)(3) nonprofit organization established in 2016 and based in Camp Verde, Arizona. Our mission is to provide safe, stable housing and supportive services for displaced children and young adults, with a growing focus on transitional housing for young adults ages 18–21. Through community partnerships, youth programming, and strategic planning, Home for New Beginnings works to interrupt cycles of instability and prepare young people for successful, independent adulthood.

Organizational Mission, Vision, and Values

Mission
Home for New Beginnings provides children with a loving, safe home when they are separated from their parents and supports the development of long-term relationships with stable parental figures. Our programs are designed to prepare youth for successful transitions into adulthood. While our original focus has been housing for minor children, local data and community research have identified a critical need for transitional housing for young adults ages 18–21, particularly those aging out of foster care.

Vision
Every child and young adult has access to safe, stable housing and the support necessary to thrive.

Values
Safety • Dignity • Empowerment • Compassion • Accountability

Community Need Statement

Youth and young adults in the Verde Valley face significant barriers to stability, including limited housing options, lack of safe community spaces, substance exposure, and limited employment opportunities. Youth aging out of foster care are particularly vulnerable, often facing homelessness, unemployment, and disconnection from essential services.

Through collaboration with local high schools, **the** Camp Verde Online School, and the Town of Camp Verde, Home for New Beginnings has identified the following priority needs:

- Safe and stable housing for youth aging out of foster care
- Life skills development and independence support
- Connection to education, employment, and social services
- Clear pathways toward self-sufficiency and long-term stability

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Programs and Services

Youth Housing Program (Under 18)
Provides advocacy, referrals, and supportive programming focused on stability, safety, and positive adult connections.

Transitional Housing Program (Ages 18–21)
In development to address the urgent need for housing and support for young adults aging out of foster care. The program will emphasize independent living skills, education, employment readiness, and long-term housing stability.

Life Skills and Support Services
Youth participate in skill-building opportunities including cooking classes, leadership development, and community engagement.

Community Outreach and Awareness
Programs such as *Teens in Action* engage youth ages 13–18 in volunteerism, leadership, and service-learning projects that build confidence, resumes, and community connection.

Program Highlights and Outcomes

- Four consecutive years of cooking classes and children's community garden programs hosted at the Camp Verde Library **educating over 500+ youth.**
- Youth engagement through *Teens in Action* volunteer and leadership opportunities
- Increased collaboration with local schools and municipal partners
- Identification of key barriers impacting youth stability and independence

Key Outcomes Include:

- Increased youth engagement and community connection
- Improved life skills and readiness for adulthood.
- Stronger partnerships across education and local government

•

Financial Overview and Stewardship

Home for New Beginnings is funded through a combination of private donations, grants, fundraising efforts, and earned income through its social enterprise, **Divine Pies**, originally supported by the **United Way of Yavapai County (UWYC).**

A community grant from the City of Camp Verde was partially utilized during this reporting period, with $500.00 allocated to data research and program planning, **for a** total of 25 hours @ $20.00 an hour. A remaining balance of $3,100.00 has been strategically reserved for program expansion and implementation in the upcoming year.

Fiscal responsibility and transparency remain central to our stewardship practices, with the majority of funds directed toward direct program services.

Organizational Capacity and Leadership

Home for New Beginnings is governed by a committed Board of Directors and led by experienced leadership dedicated to accountability, strategic planning, and mission alignment. The organization has demonstrated perseverance, adaptability, and sustained community presence since its founding in 2016.

Future Goals and Sustainability

In the coming year, Home for New Beginnings aims to:

- Secure property for transitional housing
- Launch housing services for young adults ages 18–21
- Expand youth programming and life skills training
- Strengthening partnerships with schools, municipalities, and service providers

An application to become a **Qualified Charitable Organization (QCO**) has been submitted to support long-term housing sustainability.

Community Impact and Support

The success of Home for New Beginnings is made possible through the support of donors, community partners, foundations, and volunteers. Their investment directly contributes to safer outcomes and brighter futures for vulnerable youth.

Conclusion

Home for New Beginnings is positioned to address a critical gap in housing and support services for youth and young adults in the Verde Valley. With proven community engagement, demonstrated need, and a clear plan for growth, the organization seeks grant funding to expand its impact and ensure long-term stability for those it serves.

Brian M. Bergner Jr.
Development and Communications Director
Verde Valley Sanctuary
brian@verdevalleysanctuary.org
928-821-9409

Miranda Fisher
Town Manager/Interim Community Development Director
Town of Camp Verde
473 S. Main Street
Camp Verde, AZ 86322
928-554-0001

Friday, December 12, 2025

Dear Miranda,

This letter serves as an official report on behalf of Verde Valley Sanctuary (VVS) as we took part in the Town of Camp Verde's "Community Outreach Funds Program" in June 2025. VVS was awarded $3,600 by the town council through this process.

As of December 1, VVS has allocated $3,486.63 of the $3,600 grant toward the YES Program, with $113.37 remaining as of Nov. 30, 2025. This amount was likely used in December of 2025, but we do not have that final tally yet. If it wasn't used, it will be carried over into January 2026.

We appreciate all that the Town of Camp Verde has done for our agency in supporting the Yes Program, which is an integral part of our organization's goals to educate the public on domestic and sexual violence in the community.

With Gratitude,



Brian M. Bergner Jr.

Statement of Activity

Verde Valley Sanctuary

July 1-November 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
40800 Foundation Grants-Unrestricted	3,600.00
Total for Income	**$3,600.00**
Gross Profit	**$3,600.00**
Expenses	
63800 Payroll Benefits/Taxes	$226.63
63811 Workers' Comp	32.80
Total for 63800 Payroll Benefits/Taxes	**$259.43**
63900 Payroll Expense	
63940 Salaries and Wages	3,227.20
Total for 63900 Payroll Expense	**$3,227.20**
Total for Expenses	**$3,486.63**
Net Operating Income	**$113.37**
Net Other Income	
Net Income	**$113.37**

Camp Verde Grant Report 2025

Update:

We are so grateful for the Town of Camp Verde's support of our mission at Hope Women's Center. The request for funding in 2025 was to expand our programming to more women by launching additional Hope on the Road locations in Camp Verde and surrounding areas.

Since receiving the funds, we have opened a second day at the Camp Verde Library, allowing us to have staff on site to serve women and teen girls on both Tuesday and Thursday afternoons. We have also added a Hope on the Road site at the Head Start in Camp Verde and staff are there weekly to serve the moms with kids in the Head Start program.

We are at the Bread of Life Food Bank in Camp Verde and plan to increase our attendance to 2x monthly in 2026. We are also out in Rimrock Food Bank weekly and serve women from both the Rimrock and Camp Verde communities there.

We are still tallying December data, but January – November 2025 we have served 78 women and teens across Camp Verde and the surrounding communities! Those 78 women/teens have a combined 742 visits (more than double last year's 331 with December visits still to come) and over 1,048 hours of program participation (also more than double last year's 533 with December numbers still to come)!

This is significant growth that would not be possible without community support and partners like the Town of Camp Verde.

Grant Funds Spent (July-December 2025):

Item	Cost	Notes
Hope on the Road	$ 2,600.00	Manager & Support Staff Salary (Camp Verde & surrounding areas)
HOTR Gas Allowance	$ 400.00	Employee gas to/from Camp Verde & surrounding communities
HOTR Supplies	$ 600.00	Laptops, mobile supplies, marketing tools

Hope on the Road Funds Spent	**$**	**3,600.00**

Impact:

Client H has attended Hope for years. Coming to us in a state of loneliness, isolation and grief she began attending every group offered, sharing her story, finding community and now when asked what keeps her coming back she shared, "Because this has become my safe place and these classes and conversations motivate me to continue to rebuild and change my life."

Client A teared up as we talked in a food bank line sharing her story of escaping a DV situation. She had found safe housing for she and her daughter but they were struggling to make ends meet. She was actively working on securing a job but needed help with household/toiletry items. We worked with her getting her what she needed and being a listening ear. She began sharing what it meant to her to find us and to not only receive material support but to have someone to talk to who genuinely cared for her and her daughter. To this day she continues to work through many challenges but has began a new job, and has her daughter established in her new school as they begin to rebuild their lives.

We are so thankful for the Town of Camp Verde's ongoing support as we serve the women and teen girls in the community.

For more details and impact stories please visit:

www.hopewomenscenter.org

https://www.youtube.com/@hopewomenscenter4310

Sincerely,



Tammy Abernethy
CEO
tammy@hopewomenscenter.org
([redacted])

Camp Verde Community Funding Report – 2025

Manzanita Outreach is deeply grateful for the Town of Camp Verde's support, which allowed us to advance our mission of serving the community with dignity and joy by expanding equitable access to essential resources. The $5,000.00 awarded to our organization was utilized to support labor and transportation for food shares at both Verde Lakes Water Corporation and the Yavapai-Apache Nation Food Bank.

Verde Lakes Food Shares (Bi-Weekly)

Each bi-weekly food share involved sending two staff or volunteers for 3.5 hours of labor at $20/hour per person, totaling $140 per distribution. Transportation costs were calculated based on the 21.3-mile one-way distance to Verde Lakes, at approximately 7 miles per gallon of fuel. These expenditures directly enabled us to bring fresh, nutritious food to families in need while maintaining safe and reliable operations.

Yavapai-Apache Nation Food Shares (Monthly)

Each monthly distribution involved sending two staff or volunteers for 2 hours of labor at $20/hour per person, totaling $80 per distribution. Transportation costs were calculated using the same mileage and fuel assumptions as above. These distributions allowed us to provide 120 family-sized food shares per month directly to the Yavapai-Apache Nation community.

Through these initiatives, we were able to serve an average of 53 families per bi-weekly food share at Verde Lakes and deliver 120 family-sized food shares per month to the Yavapai-Apache Nation, creating meaningful connections and ensuring that every individual who comes to our distributions feels respected and valued. This work reflects our core values of compassion, equity, and integrity, and directly supports our vision of a community where basic needs are met and everyone has access to the resources they need to thrive.

Manzanita Outreach
PO Box 371
Cottonwood, AZ 86326

Expenditures per Distribution and Annual Total

Distribution Site	Per Distribution Cost	Annual Total (2025)
Verde Lakes Bi-Weekly (26 dist.)	$170.43	$4,430.98
Yavapai-Apache Nation Monthly (12 dist.)	$110.43	$1,325.16
Grand Total		**$5,756.14**

We sincerely appreciate the Town Council's investment in our shared goal of strengthening community well-being and look forward to continuing our partnership to ensure that every family in Camp Verde has access to nourishing food and supportive resources.

With appreciation,

Kate Morrill
Executive Director
Manzanita Outreach

From: Everett Garnick
To: Leah Rhodes
Cc: Miranda Fisher
Subject: Re: Reporting: Camp Verde Community Outreach Fund
Date: Thursday, December 25, 2025 8:01:12 AM
Attachments: image001.png

Dear Ms. Fisher, Leah,

Thank you for the reminder regarding the reporting requirement for the FY25 Camp Verde Community Outreach Fund award.

The awarded funds were utilized to support the approved concrete project, which has been completed and positively commented on by a number of members of the community. No portion of the project will be carried forward into a future fiscal year.

Please let us know if any additional information is needed.

Sincerely,
Everett Garnick

On Wed, Dec 3, 2025 at 11:35 AM Leah Rhodes <leah.rhodes@campverde.az.gov> wrote:

> Good morning Everett,
>
> I hope this message finds you well. This email is to remind your organization of the reporting requirement associated with the funding received from the Town of Camp Verde Outreach Fund Award.
>
> As part of the funding compliance process, your organization will need to submit a report that details how the awarded funds were utilized and whether any portion will need to be carried forward into a future fiscal year.
>
> Please submit the completed report by December 31, 2025.
>
> Thank you again for your dedication to enhancing the quality of life in Camp Verde.
>
> Respectfully,
>
> Leah Rhodes, MMC, CPM
>
> Town Clerk
>
> Town of Camp Verde
>
> 473 S. Main Street

Camp Verde, AZ 86322

Office: 928-554-0021

Cell: 520-406-0399



From: Miranda Fisher <Miranda.Fisher@campverde.az.gov>
Sent: Thursday, June 19, 2025 10:01 AM
To: eegarnick@gmail.com
Cc: Leah Rhodes <leah.rhodes@campverde.az.gov>; Laura Keesler <laura.keesler@campverde.az.gov>
Subject: Camp Verde Community Outreach Fund Award Notification - Seventh-Day Adventist Food Pantry

Hi Everett,

On behalf of the Town of Camp Verde, I am pleased to inform you that your organization has been selected to receive funding through the FY25 Camp Verde Community Outreach Fund. Congratulations!

We are grateful for the meaningful work your agency does to support the Camp Verde community and are proud to assist in advancing your efforts. The Town Council has approved an award in the amount of **$5,000.00**. To initiate the payment process, please submit a completed **W-9 form** at your earliest convenience.

As part of the funding requirements, your organization is asked to submit a brief report by the end of calendar year 2025. This report should detail how the awarded funds were utilized and note whether any portion will need to be carried forward into a future fiscal year. We will follow up with a reminder as the end of the year approaches.

Thank you again for your dedication to enhancing the quality of life in Camp Verde. We

look forward to supporting your continued impact!

Miranda Fisher, DPA

Town Manager / Interim Community Development Director

Town of Camp Verde

473 S. Main Street

Camp Verde, AZ 86322

Cell Phone: 928-451-3670

Office: 928-554-0001



Candra Faulkner, President
Bonnie Hayes, 1st Vice President
Ruthie Bonde, 2nd Vice President
Sandy Alexander, Treasurer

Shelly Schaffer, Secretary
Jimmy Watley, Board Director
Michelle Canter, Board Director
Sheila Shaffer-DeWitt , Director

December 19, 2025

Town of Camp Verde
Attn: Town Manager and Town Council
473 S. Main Street
Camp Verde, AZ 86322

Re: Outreach Fund Award – Use of Funds and Request to Roll Over Unspent Balance

Dear Mayor and Members of the Town Council,

On behalf of the Camp Verde Senior Center, thank you for awarding our organization $3,000 through the Town of Camp Verde Outreach Fund. We are grateful for the Town's support in serving the seniors in our community.

As part of the funding compliance process, this letter serves as our interim report detailing how the awarded funds have been utilized to date and identifying the portion of funds that will need to be carried forward into the first quarter of 2026.

On November 19, the Town Council approved our request to reallocate the original grant purpose to the purchase of replacement windows for the Senior Center. Following that approval, we entered into a contract with Window World for the purchase and installation of three windows at a total cost of $2,295.00. A copy of the executed contract is attached for your records.

A deposit in the amount of $1,147.50 has been paid, and the remaining balance of $1,147.50 will be due upon installation. Window World has advised that installation is anticipated within six to eight weeks.

In addition, during the window replacement process, we may need to repair or replace wood surrounding the windows due to water damage. We anticipate using the remaining portion of the grant funds for this purpose.

Because the windows will not be installed before the end of the year, we respectfully request approval to roll over the unspent balance of $1,852.50. This amount consists of:

- $1,147.50 remaining balance due for the window installation, and
- $705.00 reserved for potential wood repair related to the window replacements.

We will submit a final report once the installation and any associated repairs are completed.

Thank you again for your support of the Camp Verde Senior Center and for your consideration of this rollover request. Please do not hesitate to contact me if you need any additional information or documentation.

Sincerely,

Candra Faulkner, Board President

[redacted]

Physical: 263 W. Maryvale Dr.
Mail: PO Box 1793, Camp Verde, AZ 86322

Phone: 928-567-6356
website: www.campverdeseniorcenter.org

12/16 Ord 200 (6-8 weeks)

Window World

Window World of Northern Arizona
P.O. Box 3190
Cottonwood, AZ 86326
Phone: (928) 649-9111
www.windowworldnoaz.com
email: northernarizona@windowworld.com

LEAD-SAFE EPA CERTIFIED FIRM
NAT-F116543-1

AAMA ACCREDITED BUSINESS [redacted]

AZ ROC # 286642

Date: NOVEMBER 17, 2025

Customer: SKILLS SENIOR CENTER Phone (h) [redacted]

Install Address: 263 MAIN CLIFF DRIVE Phone (w) _____

Bill Address: CAMP VERDE, AZ E-mail _____

WINDOWS

	Series 1500 Single Hung	$289	
(3)	Series 1500 Single Slider	$289	867
	Series 1500 3-Lite Slider	$439	
	Series 2500/3000 Single Hung	$409	
	Series 2500/3000 Single Slider	$409	
	Series 4000 Double Hung	$459	
	Series 4000 Double Slider	$459	
	2500/3000 Series 3-Lite Slider	$699	
	Casement Window	$575	
	Specialty Window	$	
	Specialty Window	$	
	Specialty Window	$	

DOORS/DOOR OPTIONS

	Vinyl Sliding Door 5ft x 6' 8"	$1449	
	Vinyl Sliding Door 6ft x 6' 8"	$1749	
	Vinyl Sliding Door 8ft x 6' 8"	$2199	
	Vinyl Sliding Door 9ft x 6' 8"	$	
	Vinyl Sliding Door 12ft x 6' 8"	$	
	For 8 ft Tall Patio Doors 5,6,or 8ft wide add	$	
	French Rail Rolling Patio Door	$	
	Bronze Ext. / Black / Silver	$629	
	Almond / Clay / Adobe	$89	
	Stucco Protector	$159	
	Foot Lock or Key Lock	$69	
	Colonial Flat Grids	$159	
	Contoured Grids 3/4	$209	
	SolarZone/ SolarZone Elite 5' 6' 8' doors	$269	
	SolarZone/ SolarZone Elite 9' doors	$379	
	SolarZone/ SolarZone Elite 12' doors	$567	
	Tint / Specialty Glass / Laminate	$	
	Remove Security Bars Doors	$150	

Glass Breakage Warranty not available on doors

INSTALLATION LABOR

(3)	Window	$189	567
	Patio Door	$399	

WINDOW GLASS OPTIONS

(3)	SolarZone Glass Package	$135	405
	SolarZone Elite Glass Package	$145	
	SolarZone _____	$	
	No Low-E	Initial	

WINDOW MISCELLANEOUS

	1/2 Screen	$	Included
	Foam Insulations on Jambs and Head	$	Included
	Double Locks (>27") 4000	$	Included
	Glass Breakage Warranty 4000/6000 Series Double Strength Glass		Included
	Bronze Ext. / Black / Silver	$209	
	Almond / Clay / Adobe	$49	
	Full Screen	$45	
	Colonial Flat Grids	$69	
	Contoured Grids 3/4'	$89	
	Tempered Glass	$1.50 per UI $	
	Obscure Glass / Rain	$119	
	Tint / Specialty Glass / Laminate	$	
	Oriel / Cottage (40/60 or 60/40)	$99	

PRE 1978 BUILT HOMES *(Federal Lead Containment Law)*

	Windows	$75
	Doors	$100
MY HOME WAS BUILT IN THE YEAR _____		Initial

WINDOW MISCELLANEOUS

	Exterior Window Wood or Vinyl Trim	$100	
	Coil Wrap (W) (Almond) (clay) (Bronze)	$60	
(2)	Flush / Stucco, Steel Casement Fin	$69	207
	Install Interior Casement Trim	$60	
	Cut Tile or Wood Sill	$20	
	Mull to Form Multi Units	$79	
	Remove Security Bars Window	$79	
	Remove & Replace Blinds Per Window	$50	
	Customer to remove blinds. Initial: _____ (See disclaimer #3 on back)		
(1)	Additional Labor	$100	100
	Steel Window Extra Labor	$	

Screens on windows & patio doors 90 day warranty

Any work that may require permits or HOA approval is the responsibility of the homeowners unless otherwise agreed in writing with the contractor. This is a custom order, any changes in this contract that results in additional cost will be at the owner's expense. INITIAL: _____

WINDOW WORLD CARES

_____ St. Jude Children Research Hospital $_____

- **NO EXTRA WORK IF NOT IN WRITING!**
- **ESTIMATE VALID FOR 90 DAYS**
- **FOR CREDIT CARD PAYMENTS A FEE OF 3.5% WILL BE ADDED TO ALL TRANSACTIONS**

Customer agrees to the terms of payment as follows:

Measure, Site Set up & Disposal Fee $ $149.00

Permit $ ---

Total Amount $ 2,295.00

Custom Order Deposit 50% $ 1,147.50 Ck# 3961

Credit Card _____ Exp. Date _____

Balance Paid to Installer upon Completion $ _____

Amount Financed $ _____

You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this trans-

Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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: Status Update for the Phase 1 Improvement Projects at the Sports Complex.

Attached Documents: *A copy of the PowerPoint presentation will be provided at the meeting*

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: 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:

Staff continue to advance the completion of Phase 1 of the Sports Complex. While the park is currently open to the public and available for use, several infrastructure elements and amenities remain under construction or unfinished.

This presentation will provide Council with an overview of recent progress, current activities, and upcoming milestones related to the project. The update will highlight work completed to date, identify remaining components of Phase 1, and outline the timeline and next steps for bringing the project to full completion.

The goal is to ensure Council remains informed on the development status and is aware of what to expect in the near term as the complex moves toward full operational readiness.

Connection to the FY25-FY30 Strategic Plan
This project complies with the Community Infrastructure section described in the Strategic Plan.

Question(s) before the Council:

- Does Council have any questions for staff?

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Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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 proposal for the Installation of the Sports Complex concession and restroom building to AW Contracting in an amount not to exceed $125,000.00.

Attached Documents:

- Proposal from AW Contracting
- Project Agreement

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

Reviewed By:

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

Financial Review (if applicable)**:**

- Funding Source / GL Account Number: 04-800-20-806000
- Approved in the FY26 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

The original plan for the concession and restroom building at the Sports Complex was to construct a site built facility. In July 2023, staff issued an open bid for construction of the building. At the conclusion of the solicitation period, the Town received two bids, one in the approximate amount of $1.80 million and the other at approximately $1.35 million. Both bids were rejected as they significantly exceeded the budget allocated for this amenity. Following the rejection of these bids, staff explored various options to reduce the overall construction cost; however, no meaningful cost savings could be identified using a traditional site built approach.

In March 2024, I brought a request before Council to consider alternative building solutions for the proposed concession and restroom facility, specifically the use of a prefabricated building. During that presentation, I provided several conceptual floor plans for Council's review and discussion. Following the discussion, Council approved a motion allowing me to pursue this alternative approach; however, Council requested additional refinement before moving forward. I was directed to return to a Council work session with two to three revised floor plans that incorporated specific changes. These requested changes included additional fixtures in the women's restroom, a larger storage area, the addition of a family restroom, an integrated roof overhang at the concession area, and an expanded concession space. In April 2024, I returned before Council with several revised floor plans from multiple building manufacturers. While each proposed layout differed in configuration and design, all reflected the

specific improvements previously requested by Council. After reviewing the floor plans, discussing the functional benefits of each option, and evaluating potential cost savings, Council approved staff to proceed with finalizing a floor plan and moving forward with the bid process.

Immediately following Council's direction, I worked to finalize the selected floor plan and prepared the necessary bid documents. In July 2024, Council formally awarded the fabrication of the new concession and restroom facility to CorWorth Restroom Facilities. At the time of award, the manufacturer advised that fabrication would take approximately six to eight months once all required regulatory approvals were obtained. In April 2025, CorWorth confirmed that all these approvals had been received and that fabrication of the building would be scheduled and initiated.

Following fabrication approval, staff began the process of obtaining the required building permits. The permit application was submitted to the Town's Community Development Department, who advised that factory built structures are subject to a higher level of review than traditional site built construction. Jurisdiction for factory built buildings rests with the Arizona Department of Housing (ADOH), and approval from ADOH is required prior to the issuance of a building permit through Community Development.

Staff submitted the installation permit application to ADOH; however, the application was rejected as incomplete. After multiple discussions with the ADOH plan review team, I learned that installation of the building must be performed by a contractor licensed specifically by ADOH for factory built commercial structures. ADOH further advised that the licensed contractor's business and license information must be included in the application before approval could be granted. A list of licensed contractors was provided through ADOH's website.

At that point, I began contacting licensed contractors throughout the State of Arizona in an effort to secure a qualified installer. Over the course of this effort, I contacted nearly 80 contractors. In nearly every case, contractors were licensed only for residential factory built structures and were not authorized to install commercial buildings. This significantly limited the pool of eligible contractors.

Ultimately, AW Contracting was identified as a contractor properly licensed by ADOH to install commercial factory built structures. AW Contracting agreed to take on the project and provided the attached cost proposal to perform the installation work for the Town. Given the unpredictable nature of construction projects and the unique challenges associated with factory-built installations, I am requesting an approximate 25% contingency allowance to address any unforeseen conditions or additional costs that may arise during construction. Any unused portion of this contingency would be returned to the Town.

Based on my discussions with AW Contracting and review of their qualifications, I am confident in their ability to successfully perform the work and recommend that Council award the installation contract accordingly.

With the contractor information finalized, I was able to submit the corrected installation application to ADOH and have since received their formal approval. This approval has been forwarded to the Town's

Community Development Department, and staff has applied for the building permit necessary to begin installation.

Upon Council's formal award of the installation contract to AW Contracting and issuance of the building permit, the Town will be prepared to move forward with installation of the concession and restroom building at the Sports Complex.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion:

Move to Award the contract for the Installation of the Sports Complex Concession / Restroom Building to AW Contracting in an amount not to exceed $125,000.00.

AWCONTRACTING

Proposal

Date: 8-Jan-26

Project:	**FBB Restroom Campe Verde**
Address:	0
Customer:	City of Camp Verde

Attn:

ITEM	DESCRIPTION	Note/Comment	Total
Offer:			
	TOTAL GENERAL CONDITIONS		18,636
	TOTAL EXISTING CONDITIONS/DEMO/PREP		4,950
	TOTAL CONCRETE		21,466
	TOTAL MASONRY		6,594
	TOTAL STEEL		6,800
	TOTAL PLUMBING		4,450
	TOTAL ELECTRICAL		By Others
	TOTAL ELECTRONIC SAFETY & SECURITY		By Others
	TOTAL EARTHWORK		14,870
	TOTAL EXTERIOR IMPROVEMENTS		By Others
	TOTAL UTILITIES		In plumbing
	CONTINGENCY	5.00%	3,888
	Liability Insurance & Builder's Risk	1.25%	1,257
	Bond	1.08%	1,086
	Overhead	10.00%	10,060
	Sales/TPT Tax	6.50%	6,539
Proposal Total:		**TOTAL**	**100,596**

1853 SOUTH HORNE, STE 3 MESA, ARIZONA 85204
O 480.497.1010 / F 480.497.1014
awcontracting.us

AZ 072280 B-01 NM 367724 GB98

AWCONTRACTING

Clarifications

Date: 8-Jan-26

Project:	**FBB Restroom Campe Verde**
Address:	**0**
Customer:	**City of Camp Verde**

Attn: **0**

ITEM	DESCRIPTION
1	**General Project Exclusions** (unless specifically indicated otherwise in the proposal):
A	~~Bond~~ (P & P Bond Cost is included)
B	Offsite permits and bonds (Not applicable)
C	Building permits, plan check fees, impact fees and similar municipality assessed permits and fees specific to the execution of the work of the proposed project
D	Blasting or hard dig.
E	Removal/disposal of hazardous materials (asbestos, PCB's, lead, contaminated soils/materials,) and other regulated substances existing prior to comencement of work.
F	Structured Cabling and systems for phones, data, audio/video, security, access and related systems
G	Furnishings/furniture, window coverings and signage not specifically detailed and scheduled on the drawings to be provided by the contractor.
H	Builders Risk Insurance
I	Special Inspections Suggest and allowance of $3,000 for pad certification and Concrete strength/compression/rebar
2	Excludes all electrical
3	Excludes all work on interior of Factory Built Structure, including connections to water & Sewer
4	Excludes landscaping and concrete outside of building foundation
5	DEDUCT $3,500 if building corners provided by others (not by AW Contracting.)
6	Asumes FBB permit and installation permits have been aquired by the owner (city).
7	FBB buidling, including crane, is set by others (factory/dealer.) AW Contracting includes the steel plates in the CMU walls that the structure sits on. All interior finishes, connections and fixtures are by the factory.
8	
9	
10	
11	

Approved by:

SPORTS COMPLEX CONCESSION/RESTROOM BUILDING INSTALLATION PROJECT

AGREEMENT

THIS AGREEMENT, made and entered into this 21st day of January, 2026, by and between the **Town of Camp Verde**, Yavapai County, State of Arizona (herein called the "**Town**") acting herein by the **Mayor, Marie Moore,** and Common Council, party of the first part, and **AW Contracting** (herein called the "**Contractor**") party of the second part.

WITNESSETH THAT:

The Town of Camp Verde desires to engage the Contractor to render construction services (Work) for the Sports Complex Concession/Restroom Installation Project, located at the Camp Verde Sports Complex within the Town of Camp Verde, Arizona 86322.

1. **Work**
   The Contractor shall complete all Work as specified in these bid documents and set forth in the Plan Set, Specifications and Agreement General Provisions attached, or incorporated in this Agreement. The Contractor shall furnish the qualified personnel, materials, equipment and other items necessary to carry out the terms of this Agreement with regards to the performance of the Work and the Agreement. This A Works shall be accomplished in the agreed upon time per the Notice to Proceed per these Agreement Documents.

2. **Access to Information**
   It is agreed that all information, data reports, records as exist, available and necessary for carrying out of the Work outlined in the Plan Set, Specifications and General Provisions have been furnished to the Contractor by the Town and its agencies. The Contractor hereby acknowledges receipt of the same. The Town and its agencies will cooperate with the Contractor in every way possible to facilitate the performance of the Work described herein with regards to any and all information required.

3. **Project Manager - Administration**
   The Town has designated the Public Works Department and Town CIP Project Manager, as Project Administrator and Manager for this Project and Agreement. The Project Manager shall be empowered to perform all administrative functions as required for management of the project.

4. **Agreement Time**
   Contract time for this project shall be **45 calendar days** to Final Completion. The Town of Camp Verde Project Manager shall contact the successful Contractor/Bidder once the project is formally awarded by the Town of Camp Verde Council and Mayor. The Project Manager will schedule a pre-construction meeting with the Contractor and Public Works staff. Prior to this meeting, the Contactor shall provide the Town of Camp Verde with performance and payment bonds for the total project as well as a detailed Project Work Schedule. At the pre-construction meeting the Town of Camp Verde Project Manager shall provide the Contractor/Bidder with a formal Notice to Proceed with the project starting dates, term of project, and project completion dates. The Notice to Proceed shall be signed by both the Contractor/Bidder and the Public Works Department. This will serve to establish a clear understanding of the project start date and completion date for liquidated damages should the Agreement completion date be exceeded by the Contractor due to inadequate performance.

5. **Compensation**

The maximum amount of compensation and reimbursement to be paid to the Contractor for the completion of the Work as specified in this Agreement shall not exceed **One Hundred Thousand Five Hundred Ninety-Six Dollars ($100,596.00)**, which amount corresponds to the Contractor's formal bid as approved by vote of the Town of Camp Verde Council and subsequently acknowledged and accepted through the issuance of a formal Notice of Award for this Project. Any adjustments to compensation resulting from change orders or changes to the Work authorized by the Town shall be addressed only through an additional written agreement executed by the Town and the Contractor, in accordance with the Town of Camp Verde Financial Operations Guide, and may be subject to approval or disapproval by the Town of Camp Verde Council.

6. Termination of Agreement

a. If, for any reason, the Contractor shall fail to fulfill in a timely and proper manner his/her obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Agreement, the TOWN shall thereupon have the right to terminate the Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished site or structural improvements as well as all materials or equipment acquired or stored by the Contractor under this Agreement shall, at the option of the TOWN, become the TOWN's property and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

   Notwithstanding the above, the Contractor shall not be relieved of liability to the TOWN for damages sustained by the TOWN by virtue of any breach of the Agreement by the Contractor, and the TOWN may withhold any payments to the Contractor for the purpose of set-off until such time as the exact amount of damages due the TOWN from the Contractor is determined.

b. The TOWN may terminate this Agreement at any time by giving at least ten (10) days' notice in writing to the Contractor. If the Agreement is terminated by the TOWN as provided herein, the Contractor will be paid for the time expended and expenses incurred up to the termination date. If this Agreement is terminated due to the fault of the Contractor, all conditions relative to termination given within this Part 6 shall apply.

c. This Agreement may be terminated as per A.R.S. §38-511, Conflict of Interest.

7. Miscellaneous Provisions

a. This Agreement shall be construed under and in accordance with the laws of the State of Arizona, and all obligations of the parties created hereunder are performable in Camp Verde, Yavapai County, Arizona.

b. This Agreement shall be binding upon and ensure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.

   In any case one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable said holding shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision and never been contained herein.

c. Action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover, in addition to costs, such sum as the court including the appellate court, may adjudge reasonable as attorney fees.

d. This Agreement represents the entire understanding of the TOWN and Contractor as to those matters contained in this Agreement, and no prior oral or written understanding shall be of any force or effect with respect to this Agreement. This Agreement may be amended only by mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.

8. Project Familiarity and Identification of Conflicts

In order to induce the TOWN to enter into this Agreement, Contractor makes the following representation:

a. The Contractor has familiarized himself/herself with the nature and extent of the Agreement documents, work, site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.

b. The Contractor has given the Project Manager a written notice of all conflicts, errors, or discrepancies discovered in the Agreement documents and the written resolution thereof by the Project Manager is acceptable to the Contractor.

c. The Contractor has examined and carefully studied the Agreement documents and other related data identified in the bidding documents.

d. The Contractor is familiar with and satisfied as to all federal, state and local laws and regulations that may affect cost, progress, performance and furnishing of the work.

9. Insurance/Bonding

The Contractor shall procure and maintain, at Contractor's sole expense, until completion of the Agreement, coverages as specified in the Agreement General Provisions within this Bidder Packet.

Certificate(s) of Insurance naming the Town of Camp Verde as Additional Insured verifying the minimum coverage's specified in the Agreement General Provisions within this Bidder Packet shall be delivered to the Town just prior to issuance of the Notice to Proceed. A Performance and Payment Bond with a Corporate Surety, each in the amount of 100% of the Agreement price shall be required for this Project. Performance and Payment Bonds must be executed and approved and submitted to the Town of Camp Verde at the Pre-Construction and Scheduling Meeting in exchange for the formal Notice to Proceed. The Notice to Proceed will not be issued without the submission of these bonds.

10. Indemnity

The Contractor agrees, to the fullest extent permitted by law, to indemnify, defend, save and hold harmless the Town of Camp Verde, its departments, agencies, boards, commissions, and its officers, officials, agents, and employees (hereinafter referred to as "Indemnities") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its owners, officers, directors, agents, employees or sub-contractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such Contractor to conform to any federal, state or local law, statute, ordinance, rule,

regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except to the extent Claims arise from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Contractor from and against any and all claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this Agreement, the Contractor agrees to waive all rights of subrogation against the Town of Camp Verde, its officers, officials, agents and employees for losses arising from the work performed by the Contractor for the TOWN.

11. Agreement Documents

All items and documents contained in, included with, or attached to a bid for this work are a part of the Agreement Documents. In the event of conflicts between or among these documents, the documents shall be interpreted in the following order: The Agreement, the Agreement Special Provisions, the Agreement General Provisions, the Plan Set, Project Specifications and Special Notes, the Bid Schedule and Bid Totals, and last the Invitation for Bids; with each specific item or document serving as the most important for its own specific purposes.

AGREEMENT GENERAL PROVISIONS

Project Description

The Contractor shall provide the necessary labor, materials (not otherwise specified as supplied by the Town), equipment, fixtures, licenses, insurance, bonds, permits, and services required to complete the "Sports Complex Concession/Restroom Installation Project", which is the construction of a concrete foundation, placement of a factory built building, and connection of water and sewer services to the building at the Camp Verde Sports Complex, Camp Verde, Arizona, in accordance with the Plans, Specifications, and Agreement documents.

The Contractor and its Subcontractor(s) will be required to:

- Have a current State of Arizona contractor's license for the work being performed under this Agreement
- Have or obtain a Town of Camp Verde Business License - this applies to all Contractors and Subcontractors
- Abide by all Agreements/Agreement Documents
- Provide adequate personnel, time, and equipment to assure completion of the work in a timely manner that coincides with the Project needs and agreed upon schedules.
- Hold the Town of Camp Verde harmless for his or her failure to comply with any parts of this agreement and all safety, health, insurance, and other requirements on the part of themselves, their employees, or subcontractors.

General

a. The Contractor shall obtain all necessary permits, insurance, bonds and licenses, as required for the Project. The Town of Camp Verde will waive all Permit Fee's. All work to be performed under the Agreement shall be authorized by the Public Works Department.
b. Contractor shall assign a competent and qualified superintendent who shall represent the Contractor on site at all times Work is being done, even at times the Work is being done solely by subcontractors. This Project superintendent shall be able to adequately communicate with the Town Project Manager and Public Works Staff.
c. Contractor shall not assign, sell, or transfer its rights, or delegate its responsibilities under this Agreement, in whole or in part, without the prior written approval from the Town of Camp Verde. No such written approval shall relieve the Contractor of any obligations of this Agreement, and any

transferee shall be considered an agent of the Contractor and bound to perform in accordance with these Agreement Documents.

d. All work shall be conducted in a workmanlike, professional manner according to standard industry practices and as required by these Agreement documents. The Contractor shall be solely responsible for and have control over construction means, methods, techniques and procedures, and for coordinating all portions of the Work under this Agreement, unless the Agreement Documents, Plans, or specifications give specific instruction concerning these matters.
e. The Contractor is responsible for the actions of all its personnel, laborers, suppliers, and subcontractors on the Project. The Contractor shall not permit employment of persons who are unfit or unskilled for the tasks assigned to them.
f. The Contractor shall provide adequate personnel, time, and equipment to assure completion of the Work in a timely manner that coincides with the Project needs and agreed upon schedules.

Personnel

a. The Contractor represents that he/she has, or will secure at his own expense, all qualified personnel required in performing the services or Work under these Agreement Documents.
b. All of the services required hereunder will be performed by the Contractor or under his/her supervision and all personnel engaged in the work shall be fully qualified, authorized and permitted for such work under state and local law to perform such services.
c. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the Town of Camp Verde. Any work or services subcontracted hereunder shall be only allowed under a written agreement between the Contractor and the Town of Camp Verde or by a qualified Subcontractor included on the Subcontractor List within this Agreement. Any Subcontractor performing Work on this Project shall be subject to each and every provision of this Agreement.
d. The Contractor will not discriminate against any employee or applicant for employment because of race, color, national origin, religion, sex, marital status, age, or disability under section 504 of the ADA.
e. The Contractor agrees where possible through a "good faith effort" to provide for the fair utilization of minority/women owned business enterprises in the performance of work on this Project and, where a contract is awarded, to ensure that minority/women/disadvantaged-owned business enterprises have the opportunity to participate in the performance of work under this Agreement.
f. The Contractor is solely responsible for any criminal or unlawful acts by his personnel or Subcontractors and their personnel while on the Project or Project grounds.

Work Site Safety

a. Contractor shall take all necessary precautions for the safety of all personnel on the job site and shall comply with the Agreement Documents and all applicable provisions of federal, state and municipal safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where the Work is being performed. Contractor shall erect and properly maintain at all times, as required by the conditions and progress of the Work, all necessary safeguards for protection of persons lawfully on the site of the Work, including both workers and the public against any hazards created by the construction. The contractor shall furnish adequate facilities, as required, for the Town of Camp Verde's representative, agents and invitees to have safe access to the Work including without limitation walkways, railings, ladders, tunnels, and platforms. As required, access to the site and surrounding area for fire and emergency equipment will be maintained at all times. The Contractor is responsible for assuring that all safety requirements per the Occupational Safety and Health Administration (OSHA) are met throughout the duration of the Project.
b. Contractor is responsible to maintain continuous and adequate protection of the Work and adjoining TOWN property during the course of construction and to mitigate any adverse impacts or anticipated

adverse impacts to the Project and adjacent property brought about by activities, equipment, labor, utilities and materials on the site including those caused by authorized changes, which may affect cost, schedule or quality. In the event the Contractor damages any property, the Contractor shall at once notify the Town of Camp Verde, provide all pertinent facts relating to such property damage and make arrangements for a remedy acceptable to the Town of Camp Verde or adequate restitution.

c. In an emergency affecting the safety of life, the Work, property, or of any adjoining property, the Contractor, without special instruction or authorization from the Town of Camp Verde's Representative or Agent, shall act reasonably to prevent threatened loss or injury, and shall so act, without appeal, if instructed by the Town of Camp Verde's Agent or Representative.
d. Contractor shall confine equipment, storage of materials and operation of Work to the limits directed by Town of Camp Verde's Representative or Agent and shall follow the Town of Camp Verde's instruction regarding use of the Project premises.
e. Contractor shall be responsible for the security of equipment and materials on the jobsite and shall do their utmost to prevent damage to all during construction. The Contractor shall be responsible for the adequate replacement or repair of any damages items, equipment, and materials on the jobsite for the duration of the Project.
f. All demolition/removal included in this agreement shall be in accordance with all laws, rules and regulations in regards to safety, insurance, and local ordinances. Items removed shall be disposed of or salvaged in the manner denoted on the construction plans.
g. Automotive vehicles and other mechanized equipment are to be locked and/or disabled when parked and unattended to prevent unauthorized use. The Town of Camp Verde shall not accept any liability or responsibility in any damage which may be sustained by any vehicle, machinery, or equipment; or injury to any employee, agent, representative or guest of the Contractor, regardless of cause.

Subcontractors

a. All subcontractors shall be subject to the approval of the Town of Camp Verde. The Contractor shall be wholly responsible for the performance of all subcontractors and for their acts and omissions, and of those persons either directly or indirectly employed by those subcontractors, to the same extent as the Contractor's own personnel. The fact that the subcontractor is approved by the Town of Camp Verde shall not affect the Contractor's responsibility in this regard.
b. The Contractor shall bind every subcontractor to all terms and conditions contained in these Agreement Documents applicable to the Work. The subcontractor assumes all the obligations and responsibilities that the Contractor assumes toward the performance of the subcontractor's portion of the Work.
c. Nothing contained it these Agreement Documents shall be construed to create any contract between the Town of Camp Verde and the subcontractor.
d. Subcontractors shall obtain current Town of Camp Verde Business License.

Site Protection/Restoration

a. The Contractor shall be responsible for verifying and maintaining existing site conditions. Site cleanliness and the Stormwater Pollution Prevention Plan (SWPPP) and its Best Management Practices and Reporting is to be maintained at a level satisfactory to the Town of Camp Verde and in compliance with the Plans and Specifications on a daily basis. Any costs for site clean-up or SWPPP maintenance and repair incurred by the Town of Camp Verde due to the Contractor not performing these tasks on a daily basis, shall be charged to the Contractor.

b. The Contractor shall protect from damage all existing improvements, utilities, vegetation, etc., and shall repair damage resulting from failure to comply with requirements of this Agreement or the failure to exercise reasonable care in the performance of the Work, at no cost to the Owner.

c. Littering of the site shall not be permitted. All waste materials shall be promptly disposed of in a proper manner and removed from the site by the Contractor. At the end of each day, the Contractor shall clean areas where Work is taking place so that no accumulation of any debris occurs. Any hazardous waste caused by or resulting from the Work shall be disposed of in compliance with all applicable laws and regulations.

d. Upon completion of the Project the Contractor is to remove any Contractor's tools, construction equipment, machinery, etc. and leave the site free of debris, dirt and aggregate piles, waste materials and litter.

e. Contractor shall obtain the Town of Camp Verde's written consent prior to bringing onto the Work site any environmental pollutants or hazardous substances, or hazardous materials. The Contractor, at all times, shall:

   I. Properly handle, use and dispose of all environmental pollutants and hazardous substances or materials brought onto the Work site, in accordance with all applicable federal, state and local laws and regulations; and

   II. Be responsible for any/all spills, releases, discharges, or leaks of or from environmental pollutants or hazardous substances or materials which Contractor has brought onto the Work site; and

   III. Promptly clean up, without cost to the Town of Camp Verde, such spills, releases, discharges, or leaks to the Town of Camp Verde's satisfaction and in compliance with all federal, state and local laws and regulations;

f. As part of the Final Completion notice, the Contractor shall notify the TOWN that all environmental pollution caused by the Contractor, or those under his supervision, has been disposed of in accordance with all applicable rules, regulations, laws and statutes of all agencies having jurisdiction over such environmental pollution.

g. The Contractor shall immediately notify the Town of Camp Verde of any hazardous substances(s) which the Contractor causes, discovers or encounters during performance of the Work required by this Agreement. The Contractor shall immediately cease working in the area of the Project where a hazardous substance(s) has been caused or discovered. The Contractor shall then notify the Town of Camp Verde of the hazardous substance(s). Upon being notified by the Contractor of the presence of hazardous substance(s) on the Project site, the Town of Camp Verde shall arrange for proper removal, remediation and/or disposal of such hazardous substance(s). Items caused by the Contractor shall be the financial responsibility of the Contractor once remediated by the Town of Camp Verde.

Administration of the Agreement

a. The Town of Camp Verde Project Manager and the Town of Camp Verde Public Works Staff shall have access to the Work at all times.

b. A. The Town of Camp Verde Project Manager and the Town of Camp Verde Public Works Staff will act on behalf of the Town of Camp Verde to provide administration of this Agreement during construction and through the two-year Warranty period of the Work. The Town of Camp Verde Project Manager and the Town of Camp Verde Public Works Staff may rely on his Designee(s) to perform these tasks.

c. The Contractor shall keep one copy of the complete Agreement Documents on site throughout the Project, including the Plans, Specifications, Change Orders and Addenda, in good order and marked "current" recording all field changes and selections made during construction, and provide access to these documents to the Town of Camp Verde Project Manager and the Town of Camp Verde Public Works Staff or his designee(s).

d. The Town of Camp Verde Public Works Department, Town Project Manager, and/or his designee(s) will visit the site at intervals appropriate to the stage of completion of the Work to be informed of the progress and quality of the Work completed and to determine if the Work performed is in accordance with these Agreement Documents. The Town of Camp Verde will neither have control over or charge of, nor be responsible for the construction means, method, techniques, sequence or procedures in connection with performance of the Work except where applicable.

e. Communications from the Contractor seeking information about the plans, specifications, submittals required by this Agreement, materials testing, measurement of Work for payment, schedule and schedule changes, progress of the Work, correction of defective Work, punch lists or similar technical matters shall be directed to the Town of Camp Verde Project Manager and the Town of Camp Verde Public Works Staff or his designee as directed. These type of communications by or with subcontractors and material suppliers shall be through the Contractor.

f. The Town of Camp Verde Project Manager and the Town of Camp Verde Public Works Staff will review and certify the amounts due the Contractor and certify the Contractor's Request for Payment on a monthly basis.

g. The intent of these Agreement Documents is to provide for the construction and completion of this Project in every detail of the Work described. Defective Work shall be corrected at the Contractor's expense. Work done and materials furnished shall be subject to inspection and/or observation and testing by the Public Works Department, Town Project Manager or his designee(s) to determine if they conform to these Agreement Documents. Contractor shall remove, replace or repair all Work that has been deemed non-conforming by the Public Works Department and/or any Work damaged during the performance of any remediation. Inspection of the Work by the Public Works Department or his designee(s) does not relieve the Contractor of responsibility for the Work being in conformance with these Agreement Documents or further inspection.

h. The Public Works Department or his designee(s) shall have the right under this Agreement to stop Work or order the suspension of any activity where in their judgment, the Contractor or persons for whom the Contractor is responsible are in violation of the terms of this Agreement or conduct themselves in a manner that is deemed by the Public Works Department or his designee(s) to be hazardous to any persons, the Project, or any property.

i. The Contractor shall perform no portion of the Work for which these Agreement Documents require submittal and review of shop drawings, product data, samples, or similar submittals until the respective required submittal has been approved by the Public Works Department.

Payment

a. A monthly estimate of work completed and total monthly cost of materials delivered to the work site shall be made by the Contractor to the Town of Camp Verde for pay request at the end of each Project month.

b. Payment will be made to the Contractor only once the Public Works Department reviews the monthly pay request made by that Contractor and deems the work progress and delivered materials are as presented in the pay request and that required/necessary items are certified.

c. The Public Works Department will issue a written finding setting forth any items not approved for payment within a specific pay request with reason(s) for the non-approval.

d. The Town of Camp Verde shall retain 10% of the amount of each payment request as a guarantee for complete performance of this Agreement. When the Agreement is 50% complete in pay request

amounts, the Contractor may request the Public Works Department to approve a one-time payment of one-half (50%) of the amount previously retained. Thereafter, only 5% shall be retained from any future payment requests providing the Contractor is making satisfactory progress. These remaining retention funds shall be paid to the Contractor within sixty days after the filing of the notice of completion of the Agreement.

e. If the Contractor is required to submit certifications of payroll, use of American Iron & Steel, etc. for periodic payment requests, these certifications shall accompany that specific pay request or the payment for that request will not be approved by the Public Works Department and the payment will be withheld until such time that these required certifications are received. Once these required certifications are received, the payments will await the next Town of Camp Verde accounts payable cycle and will be paid at that time.

Compliance with Federal and State Laws

The Contractor shall comply with the following applicable requirements of federal and state civil rights statutes or rules and regulations when performing the Work within this Agreement:

a. The Civil Rights Act of 1964, Title VI and 1968, Title VIII
b. The Americans with Disabilities Act of 1990
c. The Immigration and Reform and Control Act of 1986
d. The Drug-Free Workplace Act of 1989
e. A.R.S. § 34-301, as amended, "Employment of Aliens on Public Works Prohibited"
f. A.R.S. § 34-302, as amended, "Residence Requirement for Employees".
g. A.R.S. §41-4401
h. A.R.S. §23214(A)
i. All Federal Immigration laws and regulations that relate to their employees

A breach of these Agreement provisions concerning violation of federal labor standards and/or any non-compliance by the Contractor shall constitute a material breach of this Agreement and can be grounds for termination of this Agreement and can result in sanctions, penalties and liquidated damages, and/or debarment of the Contractor. The Town of Camp Verde retains the legal right to inspect the documentation of any of the Contractor's or any Subcontractor's employees who works on this Project to ensure that the Contractor or any Subcontractor is complying with the terms of this Agreement. The Contractor agrees to assist the Town of Camp Verde in regard to any such documentation requests and inspections.

Reports and Information

The Contractor, at such times as the Town of Camp Verde may require, shall furnish the TOWN such periodic reports or other items as it may request or require pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred being the Contractor's responsibility in connection therewith, and any other matter covered by this Agreement. These reports or items may consist of Certified Payroll Reports, manufacturer certifications, shop drawings, as-built plans, monthly payment requests, etc., as required by these provisions and this Agreement.

Records Maintenance and Retention

The Contractor shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Work under this Agreement and such other records as may be deemed necessary by the Town of Camp Verde to assure proper accounting for all of the Project funds. These records will be retained for two years (the term of the required warranty) after the expiration of this Agreement unless permission to destroy them is granted by the Town of Camp Verde.

Findings Confidential
All of the reports, information, data, etc., prepared or assembled by the Contractor under this Agreement are confidential and the Contractor agrees that they shall not be made available to any individual or organization without the prior written approval of the Town of Camp Verde.

Copyright
No reports, plans, shop drawings, as-built drawings, wiring schematics, operations and maintenance information and manuals, or other documents produced in whole or in part under this Agreement having to do with any portion of the Work shall be the subject of an application for copyright by or on behalf of the Contractor. The Town of Camp Verde shall be the sole owner of all of these documents and shall be provided with them prior to the Final Project Approval.

Interest of Members of the Town of Camp Verde Governing Body and Employees
No member of the governing body of the Town of Camp Verde and no other officer, employee, or agent of the Town of Camp Verde who exercises any functions or responsibilities in connection with the operation of the Town of Camp Verde in whole or part, shall have any personal financial interest, direct, or indirect, in this Agreement. The Contractor shall take appropriate steps to assure that this conflict of interests does not occur.

Agreement Period / Liquidated Damages
a. The Contractor shall provide a detailed Project Work Schedule for review and acceptance by the Public Works Department before the pre-construction meeting. Once the Project Work Schedule has been reviewed, changed if necessary, and agreed upon by both the Contractor and the Public Works Department, the pre-construction meeting shall then be scheduled. The Project Work Schedule must illustrate Work by significant Project components, subcontractors, and any long lead items or time-consuming portions of the Work. The primary purposes of the Project Work Schedule are to: demonstrate that the Contractor has a reasonably achievable plan to complete the Work; permit the Town of Camp Verde to schedule other items around and after the Work completion; and to permit the Town of Camp Verde to schedule testing, inspections, observations and reviews.

b. The Contractor shall update the Project Work Schedule to reflect any delays or changes and review these changes in regular meetings with the Public Works Department and Public Works Staff.

c. The Town of Camp Verde or Public Works Department may grant requests for extensions of time within this Agreement if delays of the Work are unavoidable such as: inclimate weather for extended periods of time affecting the completion of work, unforeseen problems with ordering of equipment or Project supplies, unforeseen tragedies which may occur due to accidents, etc., delays caused by the Town of Camp Verde, etc. The Town of Camp Verde also reserves the right to deny requests for extensions of time within this Agreement for items that may have been prevented by adequate exercise of care, planning, prudence, foresight and diligence in performance of the Work by the Contractor or Subcontractors.

d. Contractor shall at all times carry on the Work diligently, without delay and remain punctual to the agreed upon Project Work Schedule to fulfill all the requirements in this Agreement. The Contractor shall commence Work on the site as instructed on the Notice to Proceed, unless directed otherwise by the Public Works Department. The construction period shall be per the agreed upon Project Work Schedule. The Town of Camp Verde will suffer financial loss if the Work is not completed within the time agreed upon. Accordingly, the Town of Camp Verde and the Contractor agree that as liquidated

damages for delay, the Contractor and the Contractor's Surety, shall be liable for and shall pay the Town of Camp Verde liquidated damages in the amount of $1,000 for each calendar day that expires after the time specified for final/substantial completion within the agreed upon Project Work Schedule until the work is substantially complete and ready for payment.

Changes in the Work

a. Changes in Plans, quantities, or details of the Work are inherent in the nature of construction. Within the general scope of this Agreement, the Town of Camp Verde may require changes during construction including but not limited to:

   I. Modification of Specifications and design
   II. Increase or decrease in quantities
   III. Increase or decrease in the amount of Work
   IV. Addition or elimination of any Work item in total or part
   V. Acceleration or delay in performance of Work

b. Any necessary adjustment of the Agreement time, plans, quantities, or details of construction as a result of a Change Order must be agreed upon by the parties prior to the start of the Change Order Work.

c. If any Change Order causes an increase or decrease in the Contactor's cost or time to complete the Work, the Contractor must submit a written request setting forth the changes, and shall include all time and cost impacts. The Contractor shall provide this information within 15 days after their receipt of the Change Order as ordered by the Town or their request for a Change Order to the Town. The request shall include claims of subcontractors, suppliers or manufacturers with full support for the additional time and/or costs.

d. Change Orders shall be compensated or deductions made on the basis of the actual, reasonable and allowable costs for overhead, profit, and all direct costs of labor, equipment, and material furnished on the Work and as agreed upon in the Change Order Request(s).

Warranty of Work

Neither the final certificate of payment nor any provision of the Agreement Documents shall relieve the Contractor from responsibility for Defective Work, and the Contractor shall warrant against and correct all Defects that appear in the Work within a period of **two years** from the date of the written notice of completion by the Town of Camp Verde.

Within this Warranty period, the Town of Camp Verde shall provide the Contractor notice of any defects with reasonable once noticed. The Contractor shall perform warranty work correcting the defects within a reasonable agreed upon time after the Town of Camp Verde's notice, in no case shall this period of time exceed the amount of time agreed upon.

This provision does not negate guarantees or warranties for periods longer than two years including without limitation such guarantees or warranties required for specific installations, materials, processes, equipment or fixtures.

Licenses, Bonds, and Insurance

The Contractor shall include their Arizona Registrar of Contractors License Number as requested on the attached forms within this bidder packet. Prior to the issuance of the Notice to Proceed, the Contractor shall supply the Town of Camp Verde with all Arizona registrar of Contractors License Numbers for all Subcontractors working on this Project. The Contractor and all Subcontractors must have or obtain a current Town of Camp Verde Business License prior to commencement of this Project.

Bonds
A Performance and Payment Bond with a Corporate Surety, each in the amount of 100% of the Agreement price shall be required for the Project. Performance and Payment Bonds must be executed and approved and submitted to the Town of Camp Verde at the Pre-Construction and Scheduling Meeting in exchange for the formal Notice to Proceed. The Notice to Proceed will not be issued without the submission of these bonds.

Insurance
The Contractor is responsible for obtaining Certificates of Insurance and corresponding endorsement(s) establishing that the Contractor and all subcontractors have complied with insurance requirements as stated below. Copies of General Contractor's Certificate(s) of Insurance and corresponding endorsement(s) shall be forwarded to the Risk Manager via the Public Works Department. Insurance Carrier(s) shall be lawfully authorized to do business in the State of Arizona and possess an "A-" or better A.M. Best rating. The Contractor shall keep said policies in force for the duration of the Agreement and for any possible extension thereof. The policy shall not be suspended, voided, canceled or reduced in coverage for the duration of the Agreement and for any possible extension thereof without at least thirty (30) days' notice of cancellation of material change in coverage. Such notice shall be sent directly to Town of Camp Verde, Attn: Risk Manager, 473 S. Main Street, Ste. 102, Camp Verde, AZ 86322.

General Liability: Insurance provided hereunder shall protect the CONTRACTOR, subcontractor, subordinate contractor and the TOWN from claims for bodily injury, personal injury, and property damage which may arise out of the nature of the work or from operations under this Agreement.
The CONTRACTOR shall have general liability coverage on a *per Project basis, per-occurrence, and in comprehensive form.*

At a minimum, the CONTRACTOR shall provide general liability and excess General Liability coverage in the following amounts:
$1,000,000 per occurrence/$2,000,000 Aggregate with a corresponding endorsement naming the Town of Camp Verde as the additional insured.

Automobile: Shall be in the amount of $1,000,000 with a corresponding endorsement naming the Town of Camp Verde as the additional insured

Workers' Compensation Insurance (**Statutory**): CONTRACTOR, subcontractor and any/all subordinate subcontractors, shall furnish to the Town with satisfactory proof that he or she has, for the period covered under the Agreement, full Workers' Compensation coverage for all persons whom the contractor may employ directly, or through subcontractors, in carrying out the work contemplated under the Agreement, and shall hold the Town free and harmless for all personal injuries of all persons whom the Contractor may employ directly or through subcontractors. Coverage Statutory, plus Coverage A: Each Accident, B: Each Employee and C: Disease, Each $1,000,000.

Builder's Risk Provided by Contractor
Unless otherwise provided, within the General Liability coverage the Contractor shall procure and maintain Builder's Risk Insurance including a Right to Occupy Endorsement in the amount of 100% of the completed Contract Value (replacement cost basis) of the work being performed, as well as, subsequent modifications for the entire Project at the site and coverage for a repeat for all phases of construction should the building be destroyed during construction; with an endorsement naming the Town of Camp Verde as the additional insured. If material suppliers are not insureds under the builders' risk policy, contingent business interruption coverage should be obtained which will cover any loss to a key supplier's facility.

On a **replacement cost basis, any voluntary deductibles shall not exceed $5,000,** such Builder's Risk Insurance shall be maintained, unless otherwise provided in the Agreement Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made or until no person or entity other than the Town has insurable interest in the property to be covered, whichever is earlier. The Builder's Risk Insurance shall include interests of the Town, the General Contractor, subcontractors and sub-tier contractors in the Project.

Builder's Risk Coverage shall be on a **Special Covered Cause of Loss Form** and shall include theft, vandalism, malicious mischief, collapse, foundations, construction forms, false-work, debris removal including demolition, increased cost of construction, interruption coverage for soft costs (contractors and owners), not specifically involved in repairing the damaged property (e.g. traditional business expenses and expediting expense, advertising and promotional expenses, commissions or fees for the renegotiation of leases, architect's fees for recreating building design, expenses for additional insurance premiums for the necessary property and liability coverage to be in force for the additional time it will take to finish the Project, interest on construction loans, taxes, and rental of construction equipment, storage, increases in labor wages, and building materials), flood and earthquake, all below (water and sewer mains/underground pipes, excavations) and above ground structures (site preparation, temporary structures, scaffolding).

Additionally, insured property shall include portions of the work located away from the site, but intended for use at the site (e.g. contractors' tools and equipment, or materials which will not ultimately become part of the structure) and shall also cover portions of the work in transit.

If the Town is damaged by failure of Contractor to maintain insurance as required in this section, then the Contractor shall bear all reasonable costs properly attributable to that failure. The policy shall, specifically, permit partial or beneficial occupancy, at or prior to, substantial completion or final acceptance of the entire work. Partial occupancy or use of the work shall not commence until the insurance company or companies providing insurance have consented to such partial occupancy or use and the Town's Building Official has issued a Certificate of Occupancy (COO). Town and Contractor shall take reasonable steps to obtain consent of the insurance company or companies, and agree to take no action, other than upon mutual written consent, with respect to occupancy or use of the work that could lead to cancellation, lapse or reduction of insurance.

At any time during the Agreement, the Contractor fails to maintain Builder's Risk Insurance required by the Agreement and with all of the coverages in the amount described above, the Contractor shall so inform the Town as stated in writing prior to commencement of the work.

If the Town is damaged by the failure or neglect of the Contractor to purchase or maintain insurance as described above, without so notifying Town, then the Contractor shall bear all reasonable costs properly attributable thereto.

Waiver of Subrogation is to apply against all parties named as insureds, but only to the extent the loss is covered.

All deductibles will be assumed by the Contractor. Losses in excess of the deductible insured under the Builder's Risk shall be adjusted in conjunction with the Town.

Any insurance payments/proceeds shall be made payable to the Town subject to requirements of any applicable mortgage clause.

The Contractor shall pay subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require subcontractors to make payments to their sub-tier contractors in similar manner.

With the execution of this Agreement, **prior to the Notice to Proceed** being issued, Contractor shall furnish to the TOWN any original Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage to be in force on the date of this Agreement establishing that the Contractor and all subcontractors have complied with insurance requirements previously stated.

Contractor shall furnish to the Town of Camp Verde any renewal Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage (if coverage has an expiration or renewal dates occurring during the term of this Agreement).

The receipt of any Certificate of Insurance and endorsement does not constitute an Agreement by the Town of Camp Verde that insurance requirements have been met.
Failure of Contractor to obtain Certificates or other insurance evidence from other Sub-CONTRACTORS shall not be deemed a waiver by the Town of Camp Verde.

The Contractor's liability under this Agreement is not in any way limited by the insurance required by this Agreement. Failure to comply with insurance requirements may be regarded as a breach of the Agreement terms.

Assign ability
The CONTRACTOR shall not assign any interest on this contact, and shall not transfer any interest in the same (whether by assignment or notation), without the prior written consent of the Town of Camp Verde thereto: Provided, however, that claims for money by the CONTRACTOR from the Town of Camp Verde under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the Town of Camp Verde.

DEFINITION OF TERMS:
In the Agreement Documents, the following terms shall be as defined below:

ADDENDUM (ADDENDA) means a change, clarification or addition to the Solicitation documents issued by the TOWN to prospective bidders or proposers prior to the time set for the submission of Offers. An Addendum may also reset the time for the submission of offers.

AGREEMENT, also referred to as Contract, shall mean collectively all of the Agreement Documents included in the Table of Contents within the Bidder Packet or included as formal attachments throughout the bidding process.

AGREEMENT/CONTRACT TIME means the number of Calendar Days, Work Days or Business Days allowed by the Agreement for the performance of the Work and as defined in this specific Agreement. When not otherwise described Contract Time is the number of Calendar Days to elapse between the commencement date given on the formal Notice to Proceed and the date set for Final Completion of the Contract.

AGREEMENT DOCUMENTS means the Solicitation Document and addenda thereto, the Town of Camp Verde Agreement, General Conditions, General Provisions, Special Provisions, the accepted Offer or Proposal, Plans, Specifications, amendments, Notice of Award, Notice to Proceed, all other attachments, and any approved Change Orders.

AGREEMENT PRICE means the total of the awarded Offer amount, as increased or decreased by the price of approved alternates and Change Orders.

ALTERNATES are distinct packages of Work that form a discrete subpart of the solicitation that are in addition to or in lieu of Work described in the base bid or proposal and which the Owner may, at the Owner's sole discretion, elect to have performed at the price bid or proposed. Alternates may or may not be used to determine the successful bid or proposal. Alternates to be performed may be selected prior to Contract award, at the time of award or after award.

ARCHITECT/ENGINEER, also known as Consultant, means the licensed Design Professional appointed by the TOWN to act in that capacity (Owner may delegate responsibilities of the Owner's Authorized Representative to the Architect/Engineer).

BUSINESS DAY(S) means every day except Saturday, Sunday, and legal holidays recognized by the TOWN. Unless otherwise specified, a Business day commences at 7:00 am local time and concludes at 5:00 pm local time.

CALENDAR DAY means a period of twenty-four hours commencing immediately after 12:00 am local time and extending until 12:00 pm of the same day. No days are excluded. No adjustment is allowed for the length of the day.

CHANGE ORDER means a written order prepared by the Contractor and submitted to the TOWN for approval requiring a change in the Work within the general scope of the Agreement Documents. The Change Order will quantify any additional costs and /or Agreement time adjustments related to the Change Order. The Change Order shall be signed by the Public Works Department or Authorized Representative, and Contractor.

CONSTRUCTION means the act of performing the Work on the Site of Work.

CONTRACTOR means any legally recognized entity doing business as a sole proprietorship, a partnership, a joint venture, a corporation, a limited liability company or partnership, or any other entity possessing the legal capacity to contract to perform services or do a job. Contractor also means the Person awarded the Contract for the Work contemplated.

DEFECT OR DEFECTIVE means not meeting the prescribed professional standard for appearance, quality, function, or performance.

DELAY means an occurrence or an obstacle to performance of the Work that impedes the accomplishment of Work according to the approved schedule at the time that it arises.

DESIGN DOCUMENTS means the documents included in the Agreement that describe or illustrate the technical requirements for the Work to be done.

DESIGN PROFESSIONAL Includes, but is not limited to Architects, Engineers, Landscape Architects, Professional Land Surveyors and Geotechnical professionals and licensed consultants or their designees providing service to any of them. The Owner's Design Professional is the person or entity who signs or seals the Design Documents that have been readied for construction or the Construction Plans. The Town's Engineer or his designee may also serve as a Project Design Professional.

DIRECT COSTS means, unless otherwise provided in the Agreement Documents, the cost of:

- Materials, including sales tax
- Cost of Delivery
- Cost of Labor, including social security, unemployment insurance, and workers compensation insurance
- General Overhead
- Project Specific Liability Insurance
- Bond Premiums
- Rental Cost of Equipment and machinery required for execution of the work
- Additional costs of field personnel directly attributable to the Work.

FINAL COMPLETION means the final completion of all Work requirements under this Agreement to the satisfaction of the Public Works Department in a manner that would allow closure of this Contract/Agreement including the release of the final payment and all retainage.

LIQUIDATED DAMAGES means an amount, stipulated in the Contract, which the parties believe to be a reasonable estimation of the damages which will occur in the event of a breach of this Contract/Agreement, such as an overrun on the allocated time for completion of the Work, inadequate performance or completion of the Work, the use of inadequate or wrong materials, or other Work performance deficiencies that prove unsatisfactory to the Public Works Department.

NON-CONFORMANCE REPORT(S) means a report or reports issued by the Town of Camp Verde that determines, through the Town of Camp Verde's observation, measurement, or testing, that the Work, all or in part, do not conform to the requirements of this Agreement and may result in the suspension of the Work together and/or additional costs to the Contractor related to remediation or removal of all or part of the Work.

NON-CONFORMING WORK means Work, or portions of the Work that do not conform to the requirements of this Agreement. Non-Conforming Work may result in the suspension of work, remediation or removal of the Non-Conforming Work, or adjustment of this Agreement and compensation to the Contractor, with or without impact on Agreement/Contract Time.

NOTICE means a formal written document required by law or by contract to advise the recipient of an occurrence or condition, to claim a right provided by law or by contract, to waive a right provided by law or by contract, to start the running of a period of time or to stop the running of a period of time. Notice must be in the form required by law or by contract and must be delivered to the person or the address specified within the time allowed. The responsibility for the delivery of Notice rests with the party giving notice. The Notice described in this paragraph shall be delivered, in writing, either in person, email, or US mail, at the address provided for the party receiving Notice in the Agreement, during Business Hours on a Business Day. Unless otherwise specified, a Notice that is correctly addressed and placed in the US Mail with correct postage shall be deemed to have been "given" when placed in the custody of the US Postal Service as shown by a postmark applied by the Postal Service.

NOTICE TO PROCEED means the official written notice from the Town of Camp Verde stating that the Contractor is to proceed with the Work defined in this Agreement. Notwithstanding the Notice to Proceed, Contractor shall not be authorized to proceed with the Work until all initial Contract requirements, including this Agreement, performance bond and payment bonds, and certificates of insurance, have been fully executed and submitted to Town of Camp Verde in a suitable form.

OWNER means the Town of Camp Verde for this Agreement.

OWNER'S AGENT means the individual designated by the Town of Camp Verde (Owner) to provide Project management services (usually the Public Works Department and/or his designee).

OWNER'S AUTHORIZED REPRESENTATIVE(S) means individual(s) that are identified in writing by the Town of Camp Verde (Owner) to act on behalf of the Owner to provide some form of Project management services for this Project. Owner may elect, by written notice to the Contractor, to delegate certain Project management duties to more than one party, including without limitation, professional services providers such as Architects or Engineers.

PLAN SET means the drawings, shop drawings, plan additions, etc. and all notes which show the locations, types, dimensions, and details of the Work to be done under this Agreement, including any and all Addenda.

PUNCH LIST means the list of Work yet to be completed or deficiencies which need to be corrected in order to achieve Final Completion of this Agreement/Contract.

RECORD DOCUMENT(S) means a document intended to be held for a duration longer than the Agreement Period, which pertains to Work done or to things purchased or installed, including these Agreement Documents, the As-Built Plans, Specifications, testing and inspection records, product data, samples, manufacturer and distributor/supplier/manufacturer warranties evidencing transfer to Owner, operational and maintenance manuals, shop drawings, Change Orders, correspondence, and certificate(s) of occupancy.

SITE OF WORK means the physical location(s) where the Work takes place as defined by this Agreement. It includes designated real property owned or controlled by the Town of Camp Verde where construction takes place including storage sites, waste areas, fabrication areas and component assembly sites as designated by the Town of Camp Verde.

SOLICITATION DOCUMENT means an Invitation to Bid or Invitation for Bids.

SPECIFICATION(S) means any description of the physical or functional characteristics of the Work, or of the nature of a supply, service or construction item. Specifications may include a description of any requirement for inspecting, testing or preparing a supply, service or construction item for delivery and the quantities or qualities of materials to be furnished under the Contract. Specifications generally will state the results or products to be obtained and may, on occasion, describe the method and manner of doing the Work to be performed. Specifications may be incorporated by reference and/or may be attached to the Contract.

SUBCONTRACTOR(S) means a Person/Contractor having a direct contract with the Contractor, or another Subcontractor, to perform one or more items of the Work.

SUBSTITUTIONS means items proposed and accepted by the Town of Camp Verde as alternatives to those called for by the Agreement Documents that in function, performance, reliability, quality, and general configuration are the same or better than the product(s) specified. Approval of any substitute item shall be solely determined by the Town of Camp Verde or their Authorized Representative.

WORK means the furnishing of all materials, equipment, labor, transportation, services and incidentals necessary to successfully complete any individual Work item or all Work items in this Agreement and the carrying out of duties and obligations imposed by the Agreement Documents.

IN WITNESSETH HEREOF, the parties have hereunto set their hands and seals.

For the Town of Camp Verde

Approved as to Form:

_____ _____

Trish Stuhan, Town Attorney Marie Moore, Mayor

Attest:

_____

Leah Rhodes, Town Clerk

For the Contractor:

_____

Contractor's Representative: Signature

_____

Contractor's Representative: Name/Title

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Meeting Date: January 21, 2026

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 approval of Change Order 1 for the Sports Complex concession and restroom building to Restroom Facilities, Ltd. in an amount not to exceed $50,000.00.

Attached Documents:
- Change Order 1
- BuyBoard Contract
- December Invoice

Estimated Presentation Time: 5 minutes **Estimated Discussion Time:** 10 min

Reviewed By:
☒ Town Manager ☐ Legal ☐ Risk Management ☐ Finance ☐ Other:

Financial Review (if applicable)**:**
- Funding Source / GL Account Number: 04-800-20-806000
- Approved in the FY26 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

In November 2024, staff began coordinating with the Town's Community Development Department to obtain the required building permits for installation of the new concession and restroom building at the Sports Complex. Staff was advised that because the structure is a prefabricated building, it is subject to a higher level of regulatory review and requires approval from the Arizona Department of Housing (ADOH).

Over the following months, staff encountered a permitting impasse. The Town could not issue a building permit without prior ADOH approval, while ADOH would not review the installation without an issued Town permit. This circular requirement resulted in a prolonged delay, effectively creating a permitting "catch-22." After extensive coordination between both entities, staff was ultimately able to submit an installation permit application to ADOH in July 2025.

At the time of submission, staff was unaware that ADOH requires installation work to be performed by an ADOH-licensed installer. As a result, the application was rejected. Following multiple communications with ADOH review staff, staff was directed to a list of ADOH-licensed contractors. Over the next several months, staff contacted nearly 80 contractors in an effort to secure a qualified installer. Most contractors

were licensed for residential installations only and were not authorized to perform commercial work, significantly limiting available options.

While staff continued efforts to secure a licensed installer, Restroom Facilities Ltd. completed fabrication of the concession and restroom building in October 2025. The manufacturer attempted to schedule delivery in December 2025; however, due to the lack of finalized permits and site readiness, installation could not proceed. This delay triggered the storage fee provisions of the contract. The agreement specifies a storage fee equal to 1.5 percent of the contract value, totaling $10,148 per month, for each month the building remains in storage after fabrication is complete.

Staff has since secured an ADOH-licensed contractor to perform the installation; however, the project remains behind schedule due to delays in completing the building foundation. It is anticipated that Restroom Facilities Ltd. will assess additional storage fees for the months of January and February 2026.

Staff has received an invoice for storage fees for December 2025 and anticipates additional invoices for January 2026 and a portion of February 2026. To address these unforeseen costs, staff recommends approval of a change order in an amount not to exceed $50,000.

Connection to the FY25-FY30 Strategic Plan
This project complies with the Community Infrastructure section described in the Strategic Plan.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion:

Move to Approve Change Order 1 for the Sports Complex Concession / Restroom Building to Restroom Facilities, Ltd. for storage fees in an amount not to exceed $50,000.00.

Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

CHANGE ORDER

PROJECT: Sports Complex Concession/Restroom Building Project

TOCV Project No. 24-194 (BuyBoard #679-22) **Contract Date:** 08/06/2024

Change Order No: 1

TO: Restroom Facilities Ltd.
1707 Colt Circle
Marble Falls, TX 78654

Modify the Contract per the following Change Proposal Requests, which are attached to this Change Order.

Original CONTRACT PRICE	$	676,535.00
Original Owner's Allowance	$	0.00
Current Owner's Allowance adjusted by pervious Change Order	$	0.00
Reduction to Owner's Allowance per this Change Order	$	0.00
Remaining Owner's Allowance	$	0.00
Current Contract Price adjusted by previous Change Order	$	676,535.00
The Contract Price due to this Change Order will be (Increased) (Decreased) by:	$	50,000.00
The new Contract Price, including this Change Order will be:	$	726,535.00

The Contract Time to Substantial Completion will be (increased) (decreased) by N/A calendar days.

The Contract Time to Final Completion will be (increased) (decreased) by N/A calendar days.

The date for Substantial Completion of all Work will be TBD

The date for Final Completion of all Work will be TBD

Approved for Contractor by:_____ Date:_____

Approved for Owner by:_____ Date:_____

Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

Reason for Change Order

These extra costs are for storage expenses the manufacturer is incurring due to the delayed delivery time frame. The manufacturer is unable to deliver and install the building due to the Town's unforeseen complications of securing an ADOH licensed installer to complete the building foundation and oversee the installation of the building. The contract specifies a storage fee of 1.5% of the contract value, equaling $10,148 per month until the building is able to be delivered. Staff has received an invoice for the month of December 2025 and anticipates subsequent invoices for January 2026 and a portion of February 2026. Staff recommends a change order amount not to exceed $50,000.

Restroom Facilities Ltd
A CorWorth Company

TURNKEY QUOTATION

PROJECT NAME: Camp Verde Sports Complex
OWNER: City of Camp Verde, AZ
DATE: 7 / 23 / 2024

Restroom Facilities Limited (RFL), the Nation's leading specialized restroom design/build firm since 1988, offers to furnish and install, per plans and specifications, subject to our attached Scope of Work, and the Standard Terms and Conditions of Sale, which become part of our offer to sell.

BuyBoard Contract # 679-22

BuyBoard PURCHASE PRICE: $676,535

Payment terms: 50% installment with order; 45% in progress billings during construction; and balance of 5% upon completion of delivery and installation, no retention. Payment of 95% must be received by RFL prior to scheduling of delivery and installation. Thank you for considering RFL as your restroom specialist for this project.

HOW WE WORK

Once plans have been approved and engineer stamped, the manufacturing process begins. Typically, the manufacturing time frame is approximately 90-120 days and begins with execution of sales order and receipt of approved submittals, color selections and progress payments. It is the responsibility of the Client to respond to color selections in 1-3 days, if this condition is not met it will delay the construction process and the Client may incur additional charges. In-plant inspection reports and certifications will be provided by an independent inspection agency.

The client must prepare the site in accordance with the “Scope of Work by Client” attached and coordinate any required on-site inspections. Client is required to provide verification that the site is ready for delivery in accordance of Client’s scope of work.

Exclusions:
A. Sidewalks beyond building slab.
A. Site issues beyond the control of RFL.
B. Damage to existing improvements.
C. Protection of existing utilities, landscaping, and improvements.
D. If required per geotech report, footing, piers, and/or select fill labor and materials to be provided by others.

Initials: MS Initials:_____

E. Excavation and backfill of trenches

CLIENT'S SCOPE OF WORK
TURNKEY INSTALLATION OF RESTROOM BUILDING WITH ATTACHED SLAB

1. SURVEY STAKES:

Provide ten foot offset stakes and locate front corners of building, existing utilities, and inverts within the area of construction. Locate and mark final slab elevation.

2. SUBGRADE PAD:

Detailed instructions to prepare the building site are as follows:

1. Excavate down ten inches below the finish floor elevation (the slab is eight inches thick on top of a two inch sand bed).
2. Import six inches of ¾ - road base rock, and pour for a footing and/or piers.
3. Compact to 95%, or to local code requirement. If RFL installer questions 95% compaction Client will be required to sign off on approval of setting of the building.
4. Compact one foot over in all directions (over build).
5. Supply approximately five cubic yards of clean sand, on side of site, for fine grading.
6. Excavate and backfill trenches up to and within building pad for RFL supplied underground utility service kits.
7. Provide water and inspection for RFL supplied underground sewer kit.
8. All irrigation should be turned off prior to delivery to allow the surrounding soils to dry and bear the weight of the truck and crane. Any damage to area after verification of path in is the responsibility of the Client.
9. Check corner locations against plans for proper sizing.
10. Verify finish floor elevation for concrete slab (shipped fully attached to the building.)
11. Excavate one foot perimeter footing if required by local code to specified depth.
12. Verify that pad is level and flat and at correct elevation.

0. SITE ACCESS AND STORAGE:

Provide suitable safe clear access to allow a crane (minimum 110 tons), and the building on a semi-trailer (up to 40 tons) to reach site (14' width, 70' length, and 14' in height). If path to site is over existing utilities, sidewalks, or other damageable areas, proper marking, plating or other appropriate protection must be provided by and paid for by CLIENT. CLIENT is responsible for removing any overhead obstructions (i.e. power lines, trees). CLIENT is responsible for scheduling and paying for the de-energizing of any power lines, if powerlines are not de-energized in a timely manner any additional truck and / or crane cost will be the responsibility of the Client. CLIENT is responsible for rerouting or blocking of traffic to ensure safe and clear access, or if required by local or State jurisdiction, to delivery site and will be responsible for associated costs. Upon agreed delivery schedule client will be responsible for additional crane and trucking charges if any delays are incurred due to weather, lack of inspections, lack of pad being prepared, or any other cause for delay.. This proposal provides for a 110 ton crane with access to within 25’ of the building pad. The proposal is based on four (4) hours of

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crane time. If access is limited a larger crane may be required. All additional crane costs shall be borne by the CLIENT. A direct route to the project site is assumed. Should routes be altered due to road closures or restrictions, additional fees may apply.

0. UTILITIES:

Bring water, sewer, and power (if applicable) utilities into point of connection Christy boxes (supplied by RFL), within six feet of the building line at the location shown on our plan.

1. Water: RFL will furnish a water point of connection (isolation valve), from mechanical chase to a Christy box six feet from the building line. CLIENT must have a licensed plumber install and connect service to valve.
2. Sewer: RFL will furnish a sewer point of connection from mechanical chase to a Christy box six feet from the building line. CLIENT must have a licensed plumber install and connect service. Depth of sewer line (below finished floor elevation) will be approximately 30" at bottom of sewer line at a distance of 6' from building. It is the responsibility of the Client to meet up with RFL's supplied sewer line at this depth. Client will be responsible for hiring of licensed plumber to acquire appropriate plumbing permit, to install prefabricated underground plumbing kit into pre dug trench, and to make connections between underground stubups and internal building plumbing located in plumbing chase within the building. RFL installer will be on site to answer any questions or give direction as to proper installation of said plumbing kit as requested by licensed plumber or client.
3. Electrical: RFL will furnish and install a PVC conduit and a Christy box to the point of connection six feet from the building line. CLIENT to pull the electrical service line through the conduit and connect to the main panel lugs inside the building. All electrical inside the building will be furnished and installed by RFL, except as noted above in exclusions.
4. If the utilities are not available and connected to building when we depart the site, an additional charge will be billed to the CLIENT in the amount of 1,500 per day to send an installation crew back to site to flush out plumbing lines, pressurize building plumbing, test for leaks, test all other components of the building (plumbing, sewer, electrical), and conduct a final walk through of the building.
5. A minimum 1½" line with 50 gpm at 60 psi pressure minimum is required to ensure that water closets will operate as designed. If this is not available an auxiliary holding tank may be required.

0. SPECIAL CONDITIONS AND COSTS:

If specifications and / or local ordinances by owner and / or local jurisdiction require any testing, work by licensed plumbers, work by licensed electricians, or special inspections, costs, if any, shall be borne by CLIENT.

0. PERMITS AND FEES:

All building permits and fees shall be borne by CLIENT.

0. INSPECTIONS:

We require that all inspections be scheduled with adequate notice to ensure that the underground plumbing and electrical work is approved prior to placement of building. We require that final inspection and acceptance by owner and building officials be performed immediately following RFL's completion of installation. If any conditions exist in which RFL cannot conduct a final walkthrough (no utilities / partial utilities available

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during install, or other circumstances beyond our control) there will be an additional charge of 1,500 per day to send an RFL install crew or crew member back out to site at a later date to complete the installation. We also require final inspection and acceptance immediately following RFL's conclusion of any correction items.

0. SITE CLEANUP AND DEBRIS REMOVAL:
CLIENT shall provide an on-site trash bin for disposal of one pick up load of debris. All excess spoils shall be the responsibility of the CLIENT. All rough and final grading shall be by CLIENT.

0. VERIFICATION OF PREPARED PAD:
Client must verify elevation, compaction of pad as well as the pad being flat and level prior to delivery of building(s).

STANDARD TERMS AND CONDITIONS OF SALE

1. LINKAGE:
These Terms and Conditions of Sale shall apply and form a part of the Company's Offer to Sell and supersede all other expressed or implied terms and be linked to our Agreement for work whether or not signed by the Purchaser.

0. **ACCEPTANCE:**
Unless otherwise expressly stated herein, the Company's Offer supersedes all previous quotations and expires, unless accepted by purchaser, within thirty (30) days from date of Offer. None of the Terms and Conditions contained in this quotation may be added to, modified, superseded or otherwise altered except by a written instrument signed by the President of the Company. Each shipment to buyer from the Company shall be deemed to be only under these Terms and Conditions of Sale, which shall become part of our Offer to Sell, notwithstanding any Terms and Conditions that may be contained in any purchase order or other form of the buyer, notwithstanding the shipment, acceptance of payment or similar act of the Company. All Purchase Orders when accepted by the Company at 1707 Colt Circle, Marble Falls, Texas 78654, will be in accordance with the Laws of the State of Texas. All orders are subject to review by the Company in accordance with the Company's Offer to Sell before final acceptance is authorized. All disputes shall be governed by applicable Texas Law and all claims shall be filed and litigated in Burnet County, Texas, with the prevailing party recovering attorney's fees.

0. **PRICES:**
If payment is not made by client in accordance with the Contract Terms, interest will be charged at the rate of 1-1/2% (one and one/half percent) per month until paid. If an order is accepted by the Company, and a delivery date is accepted by the Client, and delivery is delayed by the Client, payment of all but 5% is due upon completion at the Point of Manufacture. A 1-1/2% (one and one/half percent) per month added fee shall be due for each month the shipment is delayed. Client shall approve Phase 1 plans and have color selections chosen and back to RFL no later than 45 days after date of executed contract and / or date purchase order is issued (earliest dated document). If Phase 1 plans are not approved and / or color selections are not submitted to RFL within 45 days Client will incur a 1.5% fee of total project amount per month commencing at the 46 day mark. Fee shall continue on a monthly basis until Phase 1 approvals and / or

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color selections are received by RFL. If, during the performance of this contract, the price of construction materials increases, through no fault of RFL, the price of the contracted building(s) shall be equitably adjusted by an amount reasonably necessary to cover any such price increase. Such price increases to the Client shall be documented through change orders or invoices. Where the delivery of contracted buildings is delayed through no fault of RFL as a result of material shortages, unavailability, or shipping regulation changes, RFL shall not be liable for any additional costs or damages associated with such delays.

0. **TERMINATION:**
Purchaser shall be responsible for costs of work performed which will include overhead and profit. Contract may not be cancelled once production has commenced.

0. **TITLE AND LIEN RIGHTS:**
All Products remain the personal property of the Company, whether or not affixed to any other real property or structure, until the price (including any notes given therefore) of the equipment has been fully paid in cash. The Company shall, in the event of the purchaser's default, have the right to enter upon any premises and repossess such structures and equipment wherever it may be located.

0. **LACHES:**
Failure of the Company to exercise any right or remedy under this contract shall not be deemed a waiver of such right, nor shall any lien or other right of the Company be lost or impaired by laches or in any manner or by any act or failure to act.

0. **LIMITATION OF LIABILITY:**
Under no circumstances, unless stated in our Offer to Sell or bid, shall the Company have any liability for liquidated damages, for collateral, consequential special damages, loss of profits, loss of production, delay in the progress of construction, whether resulting from delays in delivery, performance, breach of warranty, due to lack of timely performance in reviewing and approving shop drawings, completing site preparation or lack of payment in accordance with the terms set forth herein. The aggregate total liability of the Company under the contract, whether for breach of warranty or otherwise shall in no event exceed the contract price. Buyer agrees to indemnity and holds harmless the Company from all claims by third parties which extend beyond the foregoing limitations on the Company's liability.

0. **DELIVERY:**
Except as may be otherwise specified in the attached Offer, delivery will be F.O.B. point of manufacture. Time of delivery is an estimate only. The Company shall in no event be liable for delays caused by fires, acts of God, strikes, labor difficulties, acts of Government or military, delays in transportation or procurement of materials or causes of any kind beyond the Company's immediate control. If building is ready for shipment and Customer delays said shipment, Company shall store the facility at the point of manufacturing and charge 1-1/2% (one and one/half percent) per month as a storage charge. If shipment arrives and site is not ready, Owner shall pay any off-site storage fees as applicable.

Initials:_MS_ Initials:_____

0. **WARRANTY:**
All structural elements produced by the company are warranted to the purchaser to be free from defects in material, workmanship and title. The Company will replace or repair, at its option, defects in workmanship or any part which is proven defective within five years from delivery. This warranty applies only where the Company has been notified in writing of the defect within the warranty period and where any equipment has been properly operated and maintained in accordance with the Company's instructions: the Company having no responsibility for abuse, neglect, minor leaks in plumbing, or improper storage. Should any issues arise where additional work must be performed RFL retains the right to perform this work at the earliest opportunity. Should it be necessary to have this work performed by others due to the nature of the work or a conflict in scheduling, RFL must be notified 48 hours in advance in writing and given the opportunity to perform said work. Should it be necessary to have this work performed by others a written estimate must be approved by RFL in advance of any work being undertaken. The Company assigns any and all warranties for fixtures, appliances, and other equipment manufactured by others to said other manufacturer. Due to its nature, concrete is prone to settling and cracking. Minor cracking in the concrete is normal and is not the responsibility of RFL. We use high quality 304 stainless steel in our products and under certain conditions and/or improper maintenance stainless steel may rust. Minor rust spots or discoloration are not the responsibility of RFL. The foregoing shall constitute the said liability of the Company and the sole remedy to the purchaser. Company's warranties as set forth in this paragraph are exclusive and are in lieu of, and purchaser hereby waives all other warranties, expressed or implied, including without limitation, any implied warranties or merchantability and fitness. This warranty shall be void if payment in full for the project is not received by the Company in accordance with these Terms and Conditions of Sale.

0. **CREDIT:**
(Deposit and Progress Payments)

0. **MUNICIPAL AND FEDERAL GOVERNMENT AGENCIES:**
Orders may require deposits or progress payments. If buyer's financial situation justifies such action, the Company may at its election require payment in advance or cancel the order as to any unshipped item and require payment of its reasonable cancellation charges. If the buyer delays completion of manufacture or a delay in shipment, the Company shall require payment according to the percentage of completion. In the event of the default of the buyer, the Company is entitled to the full amount due including reasonable attorneys fees, costs, storage, expenses of physical recovery, and interest at 1-1/2% (one and one/half percent) per month.

0. **CLIENTS AND NON-GOVERNMENT AGENCIES:**
Orders may require deposits or advance payment as well as progress payments subject to the buyer's creditworthiness in accordance with the Company's applicable credit policies. Breach of any payment terms shall accelerate full payment which shall be due the balance of the contract amount including change orders.

Initials:_MS_____ Initials:_____

Restroom Facilities Limited

John Putman, President

Date

Client Name

Martin Smith

Name and Title CIP Project Manager

8/06/2024

Date

Initials: MS

Initials:

RESTROOM FACILITIES LTD

1707 Colt Circle
Marble Falls TX 78654

Invoice

DATE	INVOICE #
12/12/2025	24632-3

BILL TO	SHIP TO
Town of Camp Verde, AZ 395 S Main Street Camp Verde, AZ 86322	995 Champion Trl Camp Verde, AZ 86322

P.O. NO.	TERMS	DUE DATE	PROJECT
	NET 10 DAYS	12/22/2025	24632 Camp Verde ...

DESCRIPTION	U/M	RATE	Prior %	Curr %	Total %	AMOUNT
BUILD AND INSTALL B1038CN2DFST - 4 MOD PO NO: 2024-0023		0.00				
November Storage fee		10,148.00				10,148.00
Sales Tax		0.00%				0.00

Phone #	E-mail
5127552920	Chelsey@corworth.com

Total	$10,148.00
Balance Due	$10,148.00

Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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 ratification of Change Orders 1 and 2 for the Community Park Irrigation Improvements Project.

Attached Documents:

- Change Orders 1 and 2

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

Reviewed By:

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

Financial Review (if applicable)**:**

- Funding Source / GL Account Number: 03-800-20-804000
- Approved in the FY26 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

Change Order No. 1 – Installation of 4-Inch Irrigation Water Main

On November 19, 2025, I presented to Council a proposal from Joshua Tree Landscape for the installation of a new irrigation system at Community Park. At that time, it was not identified that the proposal did not include installation of a new 4-inch irrigation water main required to supply the system.

The existing irrigation system is currently fed by a 2-inch water line originating from the adjacent irrigation ditch. This line is significantly undersized and inadequate to meet the flow and pressure requirements of the new irrigation system. In order for the new system to function as designed and provide reliable coverage of the Community Park field, installation of a new 4-inch irrigation supply line is necessary.

Joshua Tree Landscape has provided a proposal in the amount of $32,316.57 to complete installation of the required 4-inch irrigation water main.

For Fiscal Year 2026, the Town allocated $150,000 for the Community Park irrigation project. To date, project expenditures include $8,900.00 for system design and $58,404.33 for construction of the irrigation system on the field, for a total of $67,304.33 expended. After these costs, $82,695.67 remains available within the approved project budget. Approval of Change Order No. 1 would reduce the remaining available balance to $50,379.10.

Change Order No. 2 – Potable Water Connection for Winter Irrigation

The intent of the new irrigation system is to provide automated, year-round irrigation of the Community Park field. During winter months, the irrigation ditch is routinely shut down for maintenance and repairs, rendering ditch water unavailable for field irrigation. Without an alternate water source, the turf quality would degrade during these periods.

Change Order No. 2 provides the ability for the Town's Maintenance Department to switch the irrigation system to a potable water source during winter months. This capability will allow the Town to maintain a high-quality playing surface year-round while ensuring continuity of irrigation operations.

This work will be performed by the Town's Maintenance staff, which will result in cost savings to the project and provide staff with direct familiarity and operational knowledge of the new irrigation system.

The anticipated costs associated with the potable water connection are outlined below:

- Pipes, fittings, valves, and related materials: $3,000.00
- Backflow Preventer: $900.00
- Backflow Preventer Enclosure: $600.00
- TOCVWD Capacity Fee: $23,958.00
- TOCVWD Establishment Fee: $50.00
- TOCVWD Meter Connection Fee: $1,305.00

Total Estimated Cost: $29,813.00

As noted above, following approval of Change Order No. 1, $50,379.10 will remain available within the FY26 project budget. The anticipated cost of Change Order No. 2 can be fully accommodated within the remaining budget allocation.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion:

Move to ratify the Mayor's prior approval of Change Order No. 1 and Change Order No. 2 for the Community Park Irrigation Improvements Project, including installation of the 4-inch irrigation water main and the potable water connection, in amounts not to exceed $32,316.57 and $29,813.00, respectively.

Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

CHANGE ORDER

PROJECT: Community Park Irrigation Installation Project

TOCV Project No. 25-225 **Contract Date:** 11/20/2025

Change Order No: 1

TO: Joshua Tree & Landscape Services
PO Box 4462
Camp Verde, AZ 86322

Modify the Contract per the following Change Proposal Requests, which are attached to this Change Order.

Original CONTRACT PRICE	$	58,404.33
Original Owner's Allowance	$	0.00
Current Owner's Allowance adjusted by pervious Change Order	$	0.00
Reduction to Owner's Allowance per this Change Order	$	0.00
Remaining Owner's Allowance	$	0.00
Current Contract Price adjusted by previous Change Order	$	58,404.33
The Contract Price due to this Change Order will be (Increased) (Decreased) by:	$	32,316.57
The new Contract Price, including this Change Order will be:	$	90,720.09

The Contract Time to Substantial Completion will be (increased) (decreased) by N/A calendar days.

The Contract Time to Final Completion will be (increased) (decreased) by N/A calendar days.

The date for Substantial Completion of all Work will be TBD

The date for Final Completion of all Work will be TBD

Approved for Contractor by: _____ Date: _____

Approved for Owner by: M. [signature] Mayor Date: 12-17-25

Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

Reason for Change Order

On November 19, 2025 I presented to Council the proposal from Joshua Tree Landscape for the installation of the new irrigation system for Community Park. At that time I did not recognize that the new 4" water main work was not included in the proposal. The existing irrigation system is fed through a 2" water line from the nearby irrigation ditch and is significantly undersized for the new irrigation system. Installation of the new larger 4" line is necessary to provide adequate water supply to the new irrigation system. The contractor provided a proposal of $32,316.57 to complete the reclaimed water main.

For FY26 the Town has allocated a budget of $150,000 for this project. Thus far Joshua Tree Landscape has consumed $8,900 for the project design and $58,404.33 for construction of the irrigation system on the field. This leaves $82,695.67 available for these expenses.

Invoice

JoshuaTree&LandscapeServices LLCdbaJoshua Tree Custom Homes

PO BOX 4462
CAMP VERDE, AZ 86322
ROC#331808
ROC#173539

Date	Invoice #
12/18/2025	502

Bill To
TOWN OF CAMP VERDE 395 S MAIN ST CAMP VERDE, AZ 86322

Terms	Project

Quantity	Description	Rate	Amount
	INSTALL 4" WATER MAIN FROM THE CONNECTION POINT ON WEE HOLLOW DR, ALONG S NICHOLS ST TO THE IRRIGATION VALVES ON THE BALL FIELD USING SCH40 PIPE AND FITTINGS. INCLUDES 12 GAUGE PURPLE TRACER WIRE AND RECLAIMED CAUTION TAPE	29,232.00	29,232.00T
	OPTION #1) USE C900 PIPE WITH SLIP JOINTS AND MECHANICAL FITTINGS ADD $1,140 TO ABOVE QUOTE OPTION #1 ABOVE APPROVED 12/18/2025	1,140.00	1,140.00T
	NOTE: DOES NOT INCLUDE MATERIAL OR WORK AT THE INTAKE/PUMP HOUSE		
	Sales Tax	6.4025%	1,944.57

Total	$32,316.57
Payments/Credits	$0.00
Balance Due	$32,316.57

Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

CHANGE ORDER

PROJECT: Community Park Irrigation Installation Project

TOCV Project No. 25-225 **Contract Date:** None

Change Order No: 2

TO: Town of Camp Verde Water Department
395 S. Main Street
Camp Verde, AZ 86322

Modify the Contract per the following Change Proposal Requests, which are attached to this Change Order.

Original CONTRACT PRICE	$	0.00
Original Owner's Allowance	$	0.00
Current Owner's Allowance adjusted by pervious Change Order	$	0.00
Reduction to Owner's Allowance per this Change Order	$	0.00
Remaining Owner's Allowance	$	0.00
Current Contract Price adjusted by previous Change Order	$	0.00
The Contract Price due to this Change Order will be (Increased) (Decreased) by:	$	29,813.00
The new Contract Price, including this Change Order will be:	$	29,813.00

The Contract Time to Substantial Completion will be (increased) (decreased) by N/A calendar days.

The Contract Time to Final Completion will be (increased) (decreased) by N/A calendar days.

The date for Substantial Completion of all Work will be TBD

The date for Final Completion of all Work will be TBD

Approved for Owner by: M. Mayor Date: 12·17·25

Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

Reason for Change Order

The intent of the new irrigation system is to provide automatic irrigation of the Community Park field year-round. During the winter months the irrigation ditch is dried up for maintenance and repairs, making irrigation ditch water unavailable. During these months the Maintenance Department will have the ability to switch to a potable water source to irrigate the fields, maintain the high quality of turf year-round. This work will be performed by the Town's Maintenance staff saving over cost to the project, while simultaneously providing that team with instant familiarity with the system and its operation.

Below is a breakdown of the anticipated costs:

• Pipes, fittings, valves, etc:	$ 3,000.00
• Backflow Preventer:	$ 900.00
• BFP Enclosure:	$ 600.00
• TOCVWD Capacity Fee:	$ 23,958.00
• TOCVWD Establishment Fee:	$ 50.00
• TOCVWD Meter Connection Fee:	$ 1,305.00
TOTAL:	**$ 29,813.00**

For FY26 the Town allocated a budget of $150,000 for this project. Thus far Joshua Tree Landscape has consumed $8,900 for the project design and $58,404.33 for construction of the irrigation system on the field. Change Order 1 for the installation of the 4" water main adds $32,316.57 in overall expenses, leaving $50,379.10 available for the potable water connection expenses.

Martin Smith

From: Charles Jewell
Sent: Wednesday, December 17, 2025 7:45 AM
To: Martin Smith
Subject: sports field irrigation

Martin,
Here are the fee's for a two inch meter.
Capacity fee- $23,958.00
Establishment fee- $ 50.00
Meter installation fee- $1,305.00

Meter service install cost:
$50.00 an hour for 6 hour
Equipment -$ 150.00
parts $1,200.00
Total-$1755.00

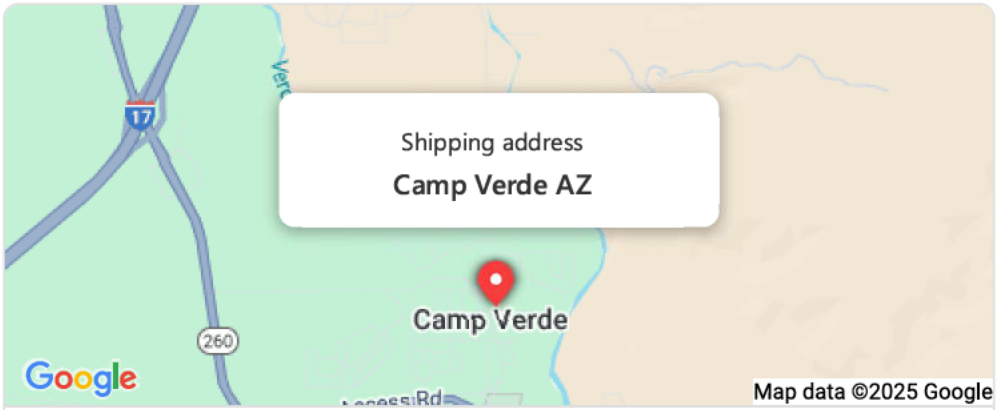
Rich Jewell
Water Division Manager
Town of Camp Verde
395 S. Main Street
Camp Verde, AZ 86322
charles.jewell@campverde.az.gov
Direct: (928) 295-0228

MASTERBUILDER MERCANTILE

Order summary $892.41

Confirmation #I868HGI0T

Thank you, Martin!



Your order is confirmed

You'll receive a confirmation email soon

Download to track with

Email me with news and offers

Order details

Contact information

martin.smith@campverde.az.gov

Shipping address

Martin Smith
Town of Camp Verde
395 South Main Street
Camp Verde AZ 86322

United States
+19285540822

Shipping method
FedEx Ground®

Payment method
•••• 9778 · $892.41 USD

Billing address

Martin Smith
Town of Camp Verde
395 South Main Street
Camp Verde AZ 86322
United States
+19285540822

Order was completed with shop Pay Learn more

Continue shopping

Need help? Contact us

Refund policy Shipping Privacy policy Terms of service Contact

Martin Smith

From: Guardian Enclosures, LLC. <receipts+acct_103HLn2DZ0wrGWje@stripe.com>
Sent: Wednesday, December 17, 2025 8:55 AM
To: Martin Smith
Subject: Your Guardian Enclosures, LLC. receipt [#1375-2312]

Receipt from Guardian Enclosures, LLC.

Receipt #1375-2312

AMOUNT PAID	DATE PAID	PAYMENT METHOD
$515.27	Dec 17, 2025, 8:53:38 AM	- 9778

SUMMARY

Guardian Enclosures - Order 12817. AvaTax AccountExpiredException: The account Guardian Enclosures, LLC. (	$515.27
Amount paid	**$515.27**

If you have any questions, visit our support site at **http://www.guardianenclosures.com/contact-us/**, contact us at **wingoway@gmail.com**, or call us at **+1 877-490-7700**.

Something wrong with the email? View it in your browser.

You're receiving this email because you made a purchase at Guardian Enclosures, LLC., which partners with Stripe to provide invoicing and payment processing.

Budget Code: 03-800-20-804000
Community Park Irrigation Project - Backflow preventer security enclosure

Cart

Shipping costs updated.

You Have 1 Item In Your Cart

Product	Price	Quantity	Subtotal
 Backflow Cage - GE-2 Color: Forest Green	$390.00	- 1 +	$390.00 ×

Calculate shipping

United States (US)

Arizona

Camp Verde 86322-6241

Update totals

Cart totals

Subtotal	$390.00
Shipping	Flat rate: $89.00 Shipping to **Camp Verde, AZ 86322-6241**.
Tax	$36.27
Total	**$515.27**

Update cart

Proceed to checkout

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Town Council
Agenda Information Memorandum

Meeting Date: January 21, 2026

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 proposal for the engineering design of the Moonrise Drive Watermain Replacement Project to Valentine Environmental Engineers in an amount not to exceed $75,000.00.

Attached Documents:

- Professional Services RFQ Consultant Selection Results
- Cost Proposal from Valentine Environmental Engineers
- Professional Services Agreement #2025-221

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

Reviewed By:

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

Financial Review (if applicable)**:**

- Funding Source / GL Account Number: 33-495-20-804004
- Approved in the FY26 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

The existing 12-inch ductile iron watermain located along the west side of Moonrise Drive is experiencing an increasing frequency of leaks, resulting in a continual and growing demand on Town resources for emergency repairs and maintenance. This watermain provides potable water service to several key commercial properties, including an auto collision repair center, a car wash facility, and the Wendy's restaurant/Chevron fuel station complex. The watermain was installed approximately 15 years ago without the protective polyethylene encasement that is now considered standard practice for ductile iron pipe installations. The absence of this protective wrap has allowed the pipe to be exposed directly to corrosive soil conditions, leading to accelerated deterioration and widespread corrosion.

As a result of this corrosion, the Town of Camp Verde Water Department has been required to perform multiple leak repairs along this section of watermain. Despite these efforts, the condition of the pipe continues to decline, indicating that the watermain has reached the end of its useful service life and can no longer reliably meet current operational, safety, and performance standards. Replacement of the watermain is necessary to ensure continued delivery of safe and dependable potable water service and to reduce ongoing maintenance costs and service disruptions.

The proposed Moonrise Drive Watermain Replacement Project encompasses approximately 1,500 linear feet of watermain located entirely within the Town's right-of-way. The project will require coordination with existing underground utilities, restoration of roadway and surface improvements, and full compliance with applicable standards and regulations, including those established by the Maricopa Association of Governments (MAG), the Town of Camp Verde, and the Arizona Department of Environmental Quality (ADEQ).

In November 2025, Staff issued a Request for Qualifications (RFQ) seeking professional engineering services from a private consulting firm to prepare construction plans and specifications for replacement of the deteriorating watermain. In response to the RFQ, a total of nine submittals were received. During the initial review process, Staff determined that four of the nine firms failed to comply with the RFQ instructions and/or did not submit all required documentation. As a result, these four firms were disqualified from further consideration.

A selection committee composed of multiple key Staff members was convened to evaluate and score the remaining five qualified submittals. Each committee member independently reviewed and scored the submittals based on the criteria outlined in the RFQ. Following the individual evaluations, the committee met collectively to discuss the results, reconcile scores, and establish a final ranking of the firms. Once the scores were tabulated, one firm emerged as the clear top-ranked consultant.

Valentine Environmental Engineers received the highest overall score from the evaluation committee and was the highest-rated firm by every committee member. Based on the firm's demonstrated qualifications, relevant experience, and overall quality of the submittal, Staff is confident that Valentine Environmental Engineers is well qualified and fully capable of providing the professional engineering services required for the Moonrise Drive Watermain Replacement Project. Accordingly, Staff recommends, without reservation, that the Town Council authorize the award of the professional services contract for the Moonrise Watermain Replacement Project to Valentine Environmental Engineers.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion:

Move to Award the contract for Professional Services for the engineering design of the Moonrise Drive Watermain Replacement Project to Valentine Environmental Engineers in an amount not to exceed $75,000.00.

RFQ 25-221 - Professional Services Contract for the Moonrise Drive Watermain Replacement Project

Summary of Scoring

Consultant	Total Score
Valentine Environmental	368
Olsson Engineering	349
Civiltec Engineering	348
Southwest Environmental Consultants	329
WLB Group	315

Disqualified Submittals:
Granite Basin Engineering
Remal Consulting
Sustainability Engineering Group (SEG)
Wood-Patel Engineering

SCOPE OF WORK

TOWN OF CAMP VERDE
MOONRISE WATERLINE REPLACEMENT
ENGINEERING DESIGN AND PERMITTING SERVICES (REV1)

INTRODUCTION

This Scope of Work defines the engineering services to be provided by Valentine Environmental Engineers, LLC (Valentine) to the Town of Camp Verde for waterline replacement design and permitting services.

The Town would like to replace portions of waterline along Moonrise Drive adjacent to Highway 260. The waterline replacement length will be approximately 1,200 linear feet. The existing waterline is 12-inch DIP and estimated at 15 to 20 years old. The Town has noted that there is no polyethylene wrap, and that soils in the area lead to corrosion. As a result, there have been lots of repairs needed in this area. Figure 1 provides an annotated map of the proposed alignment. As seen in Figure 1, a portion of waterline has already been replaced on Moonrise within the last 10 to 12 years. The design for this replacement would include connections at the north end of moonrise near the new gas station, connected to the recently replaced portion of waterline from the RV Car Wash to Wendy's, and replacement of the length of waterline south of Wendy's.

This project assumes that the design will include replacement of the existing waterline, and that there is no need to check capacities or waterline sizes. The design will be made with the consideration that the existing waterline will remain in service during construction of the new; the existing will be removed, the new waterline will be offset parallel to existing, and the existing services will be connected to the new waterline. The existing waterline is known to be at 4 to 5 feet depth of burial. The new waterline will be assumed to be C900.

Based on the above, this scope of work will include:

- Approximately 1,200 LF of new 12-inch C900 waterline combined (for portions of yellow piping as shown in Figure 1), with tie-ins to existing waterlines
- Isolation gate valves located at 500-ft intervals along waterline
- One (1) blow off valve at waterline termination south of Wendy's
- One (1) air release valve at waterline high point in same location as existing, located at Pueblo Ridge Road
- Connection to three (3) fire hydrants along the replacement alignments, with one (1) potentially being relocated

- Service lateral connections, assumed to be ½, 1, 1 ½, and 2-inch poly, for existing services to new waterline

- Asphalt replacement and slurry, as applicable for any areas where waterline is in roadway

- Easement acquisitions, as applicable

Valentine shall provide design and permitting services for the waterline replacement and connection details. Design services shall include all work necessary to produce a set of construction bid documents prepared to the Town and Arizona Department of Environmental Quality (ADEQ) standards. Work items shall include general coordination, system options analysis, engineering calculations, project meetings, design and drafting, Town review coordination, QA/QC and permitting services.

PROJECT DESCRIPTION

The Project includes the following Tasks:

Task 1 – Design Services
Task 2 – Permit Acquisition Services

Allowance A	Travel/Reproduction
Allowance B	Survey
Allowance C	Permit Review Fees
Allowance D	Potholing
Allowance E	Easement Descriptions

The following discusses the details of each Task and the efforts associated with it. Subtasks are also identified to assist in the overall project development and understanding.

TASK 1 DESIGN SERVICES

Engineer shall provide signed and sealed Bid Documents including technical specifications, design drawings and design calculations. Valentine anticipates 3 plan and profile sheets and two detail sheets showing the tie-in location details. Design services include survey services for topographical and utility data. Utilities will be requested to confirm existing utility locations that may be shown in the survey basefile. The Town of Camp Verde has indicated they can place construction BlueStake Ticket request prior to survey, then survey can capture the markings.

Potholing or other locating methods will be required to locate existing utilities and casings. Allowance D is included for any required potholing efforts. Coordination with other utility providers will be necessary to identify and mitigate any potential conflicts.

The Engineer shall prepare 30%, 60%, 90%, 100% (pre-final) and final design drawings and specifications. The Town has adopted Maricopa County Standards (MAG), but also

have their own Town of Camp Verde Standards. Valentine will conform to MAG and the Town's standards.

30% design will include plan view only, without profiles, to get the team's confirmation of the alignment and connections. After the 30% design review, all further submittals will have plans and profiles.

The Engineer will also prepare a brief basis of design report, that will accompany the permit submittal in Task 2.

Each submittal phase will also include the engineer's opinion of probable construction cost.

The submittals will be made in electronic format to the Town Project Manager via email.

The final permitted design submittal shall be signed and sealed; ADEQ approved. The final design submittal will be accompanied by an electronic copy of the final drawings, specifications and calculations. Drawings will be provided in both PDF and AutoCAD 2025 format.

Task 2 Deliverables:

30% SUBMITTAL – PLAN *- Plans in PDF format in full size (24x36) and Draft Design Report in PDF format*

60%, 90% and 100% Submittal - *Plans in PDF format in full size (24x36), Specifications in PDF format, Draft Design Report in PDF format, Comment/Response Spreadsheet in excel and PDF format. The 100% submittal will integrate feedback from the Town regarding the 90% submittal, becoming the designated version for the permitting process.*

Final Permitted Submittal – *Plans in PDF format in full size (24x36), Specifications in PDF format, Final Design Report in PDF format, Comment/Response Spreadsheet in excel and PDF format.*

TASK 2 PERMIT ACQUISITIONS

The Town has indicated they will do all ROW Permitting. It is assumed that no building permit will be required from Camp Verde.

Valentine will perform any required easement acquisitions. The survey work will help our team identify existing easements and land ownership. If it is necessary to acquire additional easements, Valentine's surveyor will prepare easement exhibits for Town review and coordination with land owner. Once easement exhibits have been approved, our surveyor will finalize the easements and Valentine will include the easement descriptions in the drawings. It may be necessary to show both construction easement and final easement exhibits and this will be coordinated and included as necessary. Allowance E will cover easement descriptions.

The Engineer shall coordinate with ADEQ to obtain the Approval to Construct (ATC), provide the fee and submit review copies of the Drawings for County review and approval. The Engineer will prepare a design report (see Task 1 above) to accompany the drawings and specifications and satisfy ADEQ requirements. The Engineer will coordinate with ADEQ on comments and provide any additional information to satisfy ADEQ Review.

Upon completion of construction, the Engineer shall apply for the Approval of Construction (AOC) and gather the necessary documentation from the Contractor and the Town to satisfy the application requirements. Valentine shall coordinate with the County until all comments have been resolved and AOC is acquired.

Task 2 Deliverables: Approval to Construct from ADEQ, Approval of Construction from ADEQ

SCHEDULE

Milestone	Description	Due Date
1	Engineer conducts scoping meeting/site visit	December 17th, 2025
2	Engineer Submits proposal	January 5th, 2025
3	Engineer Prepares 30% design submittal	14 weeks from approval of proposal (this allows time to receive the survey, adjust the basefile with survey information to conform with Valentine CAD Standards, etc.)
4	30% Design Review Meeting with the Town	2 weeks from 30% design submittal
5	Engineer Prepares 60% design submittal, with engineer's opinion of probable costs	4 weeks from 30% design review meeting
6	60% Design Review Meeting with the Town	2 weeks from 90% design submittal
7	Engineer Prepares 90% design submittal, with engineer's opinion of probable costs	4 weeks from 60% design review meeting
8	90% Design Review Meeting with the Town	2 weeks from 90% design submittal
9	Engineer Prepares final design submittal, with engineer's opinion of probable costs	2 weeks from 90% design review meeting
10	Final Design Review Meeting with the Town	2 weeks from final design submittal
11	Engineer submits ATC permit application, supporting documentation (design report, construction drawings and engineer's opinion of probable costs)	1 week from 90% design review meeting

DETAILED FEE BREAKDOWN TABLE

The detailed fee breakdown, with anticipated drawing list, is attached. A summary is provided below.

Valentine Design and Permitting Services:		$36,687
Allowances		
A	Travel/Reproduction	$750
B	Survey	$10,500
C	Permit Review Fees	$2,500
D	Potholing	$10,000
E	Easement Descriptions	$10,000
Total Contract Amount:		$70,437

Exclusions:

- Landscaping and irrigation design
- Geotechnical Investigations
- Public involvement notifications or coordination
- Utility relocation design
- Special Inspections, including pressure testing, disinfection or compaction testing
- Traffic control
- Materials testing
- Any services not listed herein

FEE PROPOSAL

ATTACHMENT 1

Town of Camp Verde

MOONRISE WATERLINE REPLACEMENT
ENGINEERING DESIGN AND PERMITTING SERVICES (REV1)

Valentine Environmental Engineers, LLC

Date: January 2026

Valentine Services:		$	36,687.00
Allowances			
A	Travel/Reproduction	$	750.00
B	Survey	$	10,500.00
C	Permit Review Fees	$	2,500.00
D	Potholing	$	10,000.00
E	Easement Descriptions	$	10,000.00
TOTAL CONTRACT AMOUNT			$70,437.00

FEE PROPOSAL

PROPOSED BILLING RATES

Town of Camp Verde

Moonrise Waterline Replacement
ENGINEERING DESIGN AND PERMITTING SERVICES (REV1)

Valentine Environmental Engineers, LLC

Date: January 2026

Classification	Billing Rate
Project Manager	$230.00
Senior Project Engineer/QAQC	$185.00
Project Engineer I	$170.00
Project Engineer II	$145.00
Design Production Engineer	$116.00
AutoCAD Tech	$90.00
Clerical	$42.00

PROPOSED LEVEL OF EFFORT

Town of Camp Verde

Moonrise Waterline Replacement (REV1)

Valentine Environmental Engineers, LLC

Jan-26

* All Tasks are Lump Sum

		LEVEL OF EFFORT						
Task	**Description**	Project Manager	SPE/QAQC	Project Engineer I	Project Engineer II	Design Prod. Engineer	Admin.	TOTAL
Task 1 - Design Services		**26**	**0**	**0**	**79**	**124**	**0**	**229**
Task 2 - Permit Acquisition Services`		**2**	**0**	**0**	**24**	**8**	**0**	**34**
Total Hours		28	0	0	103	132	0	263
Cost Per Hour		$ 230.00	$ 185.00	$ 170.00	$ 145.00	$ 116.00	$ 42.00	
TOTAL LABOR ($)		**$ 6,440.00**	**$ -**	**$ -**	**$ 14,935.00**	**$ 15,312.00**	**$ -**	**$ 36,687.00**
TOTAL *Valentine Environmental Engineers* COSTS								**$ 36,687.00**

Town of Camp Verde

Valentine Sheet List

Valentine Sheet List	PM	SPE/QAQC	Project Engineer I	Project Engineer II	Design Prod Engineer	Admin.
Cover Sheet	1	0	0	1	4	0
Symbols and Abbreviations	1	0	0	1	4	0
Notes	1	0	0	1	4	0
Overall Waterline Plan and Profile with Key Map	1	0	0	4	8	0
Plan and Profile 1 : Sta 0+00 to 5+00 (on northern end of Moonrise	2	0	0	8	16	0
Plan and Profile 2 : Sta 5+00 to 10+00 (on northern end of Moonris	2	0	0	8	16	0
Plan and Profile 3: Sta 0+00 to 2+00 (for portion south of Wendy's)	2	0	0	8	16	0
Connection Details I	2	0	0	8	16	0
Connection Details II	2	0	0	8	16	0
Details 1	1	0	0	8	16	0
Details 2	1					
Specs	6	0	0	8	0	0
Design Report Updates	2	0	0	8	0	0
OPCC	2	0	0	8	8	0
TOTAL	26	0	0	79	124	0

Outlook

RE: Camp Verde - Moonrise Waterline Replacement Survey Proposal Request

From Shane Nauert [redacted]
Date Mon 12/22/2025 8:53 AM
To Jazlyn Acosta [redacted]
Cc Teresa A. Valentine <t[redacted]>; Kaley Yazzie <[redacted]>; Dalton Conway [redacted] Clint Gillespie <[redacted]; Morgan Dubs <[redacted]om>

Jazlyn,

I will do my absolute best to get it to you within the four weeks from Notice to proceed.

Please call in the Blue stake ASAP.

Thank you,

Shane

Shane M. Nauert, R.L.S.
Registered Land Surveyor

Heritage Land Survey & Mapping inc.
738 S. Parks Drive,
Camp Verde, Arizona 86322.
(928)567-9170 office
(928)567-6351 fax
[redacted]

From: Jazlyn Acosta <[redacted]m>
Sent: Monday, December 22, 2025 8:46 AM
To: Shane Nauert <[redacted]>
Cc: Teresa A. Valentine <[redacted]>; Kaley Yazzie <k[redacted]>; Dalton Conway <d[redacted]m>; Clint Gillespie <[redacted]; Morgan Dubs [redacted]
Subject: Re: Camp Verde - Moonrise Waterline Replacement Survey Proposal Request

Good morning Shane,

Would it be possible to do four weeks from Notice to Proceed? We anticipate receiving that in early January.

Thank you!

Jazlyn Acosta, MS
Project Engineer

NOTE OUR OFFICES WILL BE CLOSED FROM DEC 24, 2025 THROUGH JANUARY 2, 2026. MERRY CHRISTMAS AND HAPPY NEW YEAR!

Office Locations:

Main Office:
15845 South 46th Street | Suite 144
Phoenix, AZ 85048
Phone 480 283 8991 | **Fax** 480 283 0082 | [redacted]

Central Coast California Office Location:
200 Clock Tower Place
Building B, Suite B200
Carmel, CA 93923 8723
Phone 831 200 9093

www.valentineengineers.com

From: Shane Nauert <[redacted]>
Sent: Monday, December 22, 2025 8:09 AM
To: Jazlyn Acosta <[redacted]>
Cc: Teresa A. Valentine <[redacted]>; Kaley Yazzie <[redacted]>; Dalton Conway <[redacted]>; Clint Gillespie <[redacted]>; Morgan Dubs [redacted]
Subject: RE: Camp Verde - Moonrise Waterline Replacement Survey Proposal Request

Jazlyn,

What time-line are you thinking?

Shane M. Nauert, R.L.S.
Registered Land Surveyor

Heritage Land Survey & Mapping inc.
738 S. Parks Drive,
Camp Verde, Arizona 86322.
(928)567-9170 office
(928)567-6351 fax
[redacted]

From: Jazlyn Acosta <[redacted]>
Sent: Friday, December 19, 2025 2:40 PM

To: Shane Nauert <shanen@heritage-ls.com>
Cc: Teresa A. Valentine <tvalentine@valentineengineers.com>; Kaley Yazzie <kyazzie@valentineengineers.com>; Dalton Conway <dconway@valentineengineers.com>; Clint Gillespie <cgillespie@heritage-ls.com>; Morgan Dubs <morgand@heritage-ls.com>
Subject: RE: Camp Verde - Moonrise Waterline Replacement Survey Proposal Request

Thank you Shane. Is there any room to get us in sooner than 10 weeks out?

Jazlyn Acosta, MS
Project Engineer

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Central Coast California Office Location:
200 Clock Tower Place
Building B, Suite B200
Carmel, CA 93923 8723
Phone 831 200 9093

www.valentineengineers.com



From: Shane Nauert <[redacted]>
Sent: Friday, December 19, 2025 1:44 PM
To: Jazlyn Acosta [redacted]>
Cc: Teresa A. Valentine <[redacted]>; Kaley Yazzie <[redacted]>; Dalton Conway <[redacted]>; Clint Gillespie <[redacted]>; Morgan Dubs <[redacted]>
Subject: RE: Camp Verde - Moonrise Waterline Replacement Survey Proposal Request

Jazlyn,

To perform a Topographic Survey as outlined Below:

“We would want topography, below and above grade utilities, Blue-stake, valve boxes, meter boxes, BFPs, fire hydrants, ROW, property lines, edge of asphalt, fence lines, identifiable easements, and any other above grade features.”

Would be a fee of $10,500, We are scheduling 10 Weeks out (we can talk about timelines needed).

If this is agreeable, please reply all to this email and Morgan will send a work order, sign and return to lock in on my schedule.

Thank you for the opportunities.

Shane

Shane M. Nauert, R.L.S.
Registered Land Surveyor

Heritage Land Survey & Mapping inc.
738 S. Parks Drive,
Camp Verde, Arizona 86322.
(928)567-9170 office
(928)567-6351 fax
(928)295-8241 cell

From: Jazlyn Acosta <ja[redacted]>
Sent: Friday, December 19, 2025 10:38 AM
To: Shane Nauert <[redacted]>; Clint Gillespie <[redacted]>
Cc: Teresa A. Valentine <tv[redacted]; Kaley Yazzie <ky[redacted]
Dalton Conway <[redacted]
Subject: Camp Verde - Moonrise Waterline Replacement Survey Proposal Request

Hi Shane!

Thank you for taking my call yesterday. As I mentioned, we were recently selected by the Town of Camp Verde for a waterline replacement along Moonrise drive by the 260. Marty recommended your team for the survey.

Attached is a kmz file of the waterline area. Also attached is a marked up map with our knowledge of the existing waterline. The Town has said they can easily locate the waterlines and mark them so that they can be captured when you go out for survey.

We would want topography, below and above grade utilities, Bluestake, valve boxes, meter boxes, BFPs, fire hydrants, ROW, property lines, edge of asphalt, fence lines, identifiable easements, and any other above grade features.

We are to submit a scope and fee for the design and survey in the first week of January! If the proposal is approved after we submit, could you advise on when you could possibly fit this on your schedule and when CAD files might be available after field work is completed? This will help us determine our schedule we will provide in the proposal.

Thank you so much! Looking forward to working with you.

Jazlyn Acosta, MS
Project Engineer

NOTE OUR OFFICES WILL BE CLOSED FROM DEC 24, 2025 THROUGH JANUARY 2, 2026. MERRY CHRISTMAS AND HAPPY NEW YEAR!

VALENTINE
Environmental Engineers
Est. 2000
25 YEARS OF ENGINEERING WATER

Office Locations:

Main Office:

15845 South 46th Street | Suite 144

Phoenix, AZ 85048

Phone 480 283 8991 | **Fax** 480 283 0082 | **Cell** 623 337 2155

Central Coast California Office Location:

200 Clock Tower Place

Building B, Suite B200

Carmel, CA 93923 8723

Phone 831 200 9093

www.valentineengineers.com

Town of Camp Verde
Consultant Agreement

For Professional Services
For
Contract Number 2025-221
Professional Design Services for the Town of Camp Verde for the Moonrise Drive Watermain Replacement Project

Between the
Town of Camp Verde
Camp Verde, Arizona
And
Valentine Environmental Engineers, LLC

PROFESSIONAL SERVICES AGREEMENT
CONTRACT No.: 2025-221

THIS Agreement is between the Town of Camp Verde, Arizona, a municipal corporation, hereinafter referred to as the "Town" and Valentine Environmental Engineers, LLC, hereinafter referred to as the "Consultant."

FOR THE PURPOSE of providing engineering design services for the Town of Camp Verde, the Town and Consultant do hereby mutually agree to the following:

1. SERVICES AND RESPONSIBILITIES

1.1 Retention of the Consultant. In consideration of the mutual promises contained in this Agreement, the Town engages the Consultant to render services set forth herein, in accordance with all the terms and conditions contained in this Agreement.

1.2 Scope of Services. The Consultant shall do, perform, and carry out in a satisfactory and proper manner, as determined by the Town, the services set forth in this Agreement, including all exhibits ("Services"). The specific scope of work is set forth in Exhibit A. If applicable, at a minimum, construction documents shall conform to the following standards: (i) all plans (of the same type) shall be drawn at the same scale, (ii) the correct information shall be shown the least number of times, (iii) all plans shall have the same orientation, (iv) consistent terminology shall be used between the plans and specifications, (v) vague notes (such as "see architectural" or "see structural") shall be avoided and cross references shall be specific, (vi) match line locations shall be consistent in all descriptions, (vii) wall sections on the same sheet shall be shown at relative elevations to each other and (viii) references to "by others" shall be avoided and specific responsibilities shall be set forth. Construction documents shall satisfy all applicable standards of the industry for complete documents necessary to construct a fully operational and functional facility. Consultant shall take measures necessary to comply with this requirement prior to final submittal to the Town. Incomplete items shall be completed by the Consultant at its cost.

1.3 Responsibility of the Consultant.

1.3.1 Consultant hereby agrees that the documents and reports prepared by Consultant will fulfill the purposes of the Contract, shall meet all applicable code requirements, and shall comply with applicable laws and regulations. In addition, and not as a limitation on the foregoing, such documents and reports prepared by Consultant shall be prepared in accordance with professional standards, as applicable. Any review or approval of said documents and reports does not diminish these requirements.

1.3.2 Consultant shall notify Town of any constraints associated with the Services. The Town's construction budget for these Services is $75,000. Consultant shall tour the project site and become familiar with existing conditions, including utilities, prior to commencing the Services and notify Town of any constraints associated with the project site. During design, Consultant shall maintain cost controls to deliver the project within the construction budget. Consultant shall complete the Schematic, Design Development, and Construction Documents,

such that construction cost of the project designed by Consultant will not exceed the construction budget and shall not proceed from one phase to another unless the budget for the phase in is compliance with the construction budget or any approved revised construction budget. If at any time during the design of the project it appears the cost of construction may exceed the construction budget, Consultant shall immediately notify Town. If the construction budget is exceeded, Consultant shall value engineer the project at no additional cost to Town. As used herein, "cost of construction" shall mean the total cost or estimated cost to the Town of all elements of the project designed or specified by Consultant, but does not include the compensation of the Consultant and the Consultant's subcontractor or consultants.

1.3.3 If the Town retains a Construction Manager for the project, Consultant shall cooperate with the construction manager during the design phase in the performance of constructability reviews and value engineering studies. Consultant shall incorporate construction manager's comments into the construction documents at no additional cost to Town; provided however, that if Consultant believes such comments should not be incorporated, Consultant shall notify construction manager of the reason the comments were not incorporated. Nothing in this paragraph shall authorize construction manager to design the project and Consultant shall remain solely responsible for the design of the Project.

1.3.4 If offering Design services, Consultant shall perform the Services under this Agreement with the assistance of Computer Aided Design Drafting (CADD) Technology. Consultant shall deliver to Town, on request, the program and the name of the supplier of the software/hardware necessary to use the design file. In order to document exactly what CADD information was given to Town, Consultant and Town shall each sign a "hard" copy of reproducible documents that depict this information at that time. Town agrees to release Consultant from all liability, damages, and/or for claims that arise due to any changes made to this information subsequent to it being given to Town.

1.3.5 Consultant shall procure and maintain during the course of this Agreement insurance coverage required by Paragraph 4 of this Agreement.

1.3.6 Consultant shall designate Teresa Valentine as their Consultant Representative and all communications shall be directed to her. Key Consultant Personnel are set forth in Exhibit B. "Key Personnel" includes the Consultant's employee who will place his/her license number and signature on key documents and those employees who have significant responsibilities regarding the Services and Project. Prior to changing such designation Consultant shall first obtain the approval of the Town.

1.3.7 Consultant's subcontracts are set forth in Exhibit B attached hereto and made a part hereof. Any modification to the list of Subcontractors on Exhibit B, either by adding, deleting, or changing Subcontractors shall require the written consent of the Town.

1.3.8 Consultant shall obtain its own legal, insurance and financial advice regarding Consultant's legal, insurance and financial obligations under this Agreement.

1.3.9 Consultant shall coordinate its activities with the Town's Representative and submit its reports to the Town's Representative.

1.3.10 Consultant shall provide, pay for, and insure under the requisite laws and regulations all labor, materials, equipment, and transportation, and other facilities and services necessary for the proper execution and completion of the Services. Consultant shall provide and pay for and insure for all equipment necessary for the Services.

1.3.11 Consultant shall obtain and pay for all business registrations, licenses, permits, governmental inspections and governmental fees necessary and customarily required for the proper execution and completion of Services. Consultant shall pay all applicable taxes. Consultant shall give all notices and comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on the performance of the Services.

1.3.12 Consultant shall provide required reports on the progress of the Services and the design budget to the Town or, if a separate Construction Manager is retained by Town, then such reports shall be provided to the Construction Manager. Consultant shall coordinate its activities with the Town's representative and Construction Manager, if any.

1.4 Responsibility of the Town.

1.4.1 The Town shall cooperate with the Consultant by placing at his/her/their disposal all available information concerning the Services. Town agrees to obtain its own legal, insurance and financial advice Town may require for the Project. Town shall provide Consultant with any technical requirements of the Town, which shall be incorporated into the specifications and Contract Documents.

1.4.2 Town designates Martin Smith, CIP Project Manager as its Town Representative. All communications to Town shall be through its Town Representative.

1.4.3 If applicable, Town shall provide Consultant with the budget for the project in order that preparation of the Contract Documents will be consistent with such budget.

1.4.4. Town shall provide Consultant with any technical requirements of the Town, which shall be incorporated into the specifications and Contract Documents.

1.5 Contract Term; Renewal.

1.5.1 Contract Term; Renewal. If funds for this Contract are not appropriated or budgeted by July 1, 2026, the Town may terminate this contract by giving written notice to Contractor. Otherwise, the Contract commences upon execution of the Contract and continues through December 30, 2026. The Contract may be renewed for up to one additional year upon mutual agreement of the parties. Any renewal shall be in writing and shall expressly state the prices for the services during the renewal term. Any renewal shall be contingent on funds being appropriated or budgeted for the renewal term.

1.5.2 Schedule of Services. The Schedule of Services and Contract Time, if applicable, is set forth in Exhibit C.

2. COMPENSATION AND METHOD OF PAYMENT

2.1 Compensation. All compensation for complete and satisfactory completion of services rendered by Consultant, including any Subcontractors, shall be set forth in Exhibit D and shall not exceed $70,437.00.

2.2 Method of Payment. Method of payment shall be set forth in Exhibit D. If payment is to be made monthly, Consultant shall prepare monthly invoices and progress reports which clearly indicate the progress to date and the amount of compensation due by virtue of that progress. All invoices shall be for services completed.

3. CHANGES TO THE SCOPE OF SERVICES: The Town may, at any time, and by written change order, make changes in the services to be performed under this Agreement. A form of change order is attached hereto as Exhibit E. If such changes cause an increase or decrease in the Consultant's cost or time required for performance of any services under this Agreement, an equitable adjustment shall be made, and the Agreement shall be modified in writing accordingly. Any claim from the Consultant for adjustment under this clause must be submitted in writing within thirty (30) days from the date of receipt by the Consultant of the notification of change. It is distinctly understood and agreed by the parties that no claim for extra services provided, or materials furnished by Consultant will be allowed by Town except as provided herein nor shall Consultant provide any services or furnish any materials not covered by this Agreement unless Town first approves in writing.

4. INSURANCE REPRESENTATIONS AND REQUIREMENTS

4.1 General. Consultant agrees to comply with all Town ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of Consultant, Consultant shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of A-7 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to the Town. Failure to maintain insurance as specified may result in termination of this Agreement at Town's option.

4.2 No Representation of Coverage Adequacy. By requiring insurance herein, Town does not represent that coverage and limits will be adequate to protect Consultant. Town reserves the right to review any and all of the insurance policies and/or endorsements cited in this Agreement but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Consultant from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

4.3 Additional Insured. All insurance coverage and self-insured retention or deductible portions, except Workers Compensation insurance and Professional Liability insurance if

applicable, shall name, to the fullest extent permitted by law for claims arising out of the performance of this Agreement, Town, its agents, representative, officers, directors, officials, and employees as Additional Insured as specified under the respective coverage sections of this Agreement.

4.4 Coverage Term. All insurance required herein shall be maintained in full force and effect until all Services required to be performed under the terms of this Agreement is satisfactorily performed, completed, and formally accepted by the Town, unless specified otherwise in this Agreement.

4.5 Primary Insurance. Consultant's insurance shall be primary insurance as respects performance of subject contract and in the protection of the Town as an Additional Insured.

4.6 Claims Made. In the event any insurance policies required by this Agreement are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for three (3) years past completion and acceptance of the Services evidenced by submission of annual Certificates of Insurance citing applicable coverage is in force and contains the provisions as required herein for the three-year period.

4.7 Waiver. All policies, including Workers' Compensation Insurance, shall contain a waiver of rights of recovery (subrogation) against Town, its agents, representative, officials, directors, officers, and employees for any claims arising out of the Services of Consultant. Consultant shall arrange to have such subrogation waivers incorporated into each policy via formal written endorsement thereto.

4.8 Policy Deductibles and/or Self-Insured Retentions. The policies set forth in these requirements may provide coverage, which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to Town. Consultant shall be solely responsible for any such deductible or self-insured retention amount. Town, at its option, may require Consultant to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

4.9 Use of Subcontractors. If any Services under this Agreement are subcontracted in any way, Consultant shall execute written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Town and Consultant. Consultant shall be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.

4.10 Evidence of Insurance. Prior to commencing any Services under this Agreement, Consultant shall furnish Town with Certificate(s) of Insurance, or formal endorsements as required by this Agreement, issued by Consultant's Insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage specified in this Agreement and that such coverage and provisions are in full force and effect. Acceptance and reliance by the Town on a Certificate of Insurance shall not waive or alter in any way the insurance requirements or obligations of this Agreement. Such

Certificate(s) shall identify the Agreement and be sent to the Town Risk Manager. If any of the above cited policies expire during the life of this Agreement, it shall be Consultant's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions. Certificates shall specifically cite the following provisions:

4.10.1 Town, its agents, representatives, officers, directors, officials, and employees is an Additional Insured as follows:

a. Commercial General Liability-Under ISO Form CG 20 10 11 85 or equivalent.

b. Auto Liability-Under ISO Form CA 20 48 or equivalent.

c. Excess Liability-Follow Form to underlying insurance.

4.10.2 Consultant's insurance shall be primary insurance as respects performance of this Agreement.

4.10.3 Certificate shall cite a thirty (30) day advance notice cancellation provision. If ACORD Certificate of Insurance form is used, the phrases in the cancellation provision "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

4.11 Required Coverage.

4.11.1 Commercial General Liability. Consultant shall maintain "occurrence" from Commercial Liability Insurance with a policy limit of not less than $1,000,000 for each occurrence, $2,000,000 Products and Completed Operations Annual Aggregate, and a $2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, and advertising injury. Coverage under the policy will be at least as broad as Insurance Services Office, Inc. policy form CG 00 010 93 or equivalent thereof, including but not limited to, separation of insured clause. To the fullest extent allowed by law, for claims arising out of the performance of this Agreement, Town, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured Endorsement form CG 20 10 11 85 or equivalent, which shall read "Who is an Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you". If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.

4.11.2 Professional Liability. Consultant shall maintain Professional Liability insurance covering errors and omissions arising out of the Services performed by Consultant, or anyone employed by Consultant, or anyone for whose acts, mistakes, errors, and omissions Consultant is legally liable, with a liability insurance policy limit of $1,000,000 each claim and $2,000,000 all

claims. Professional Liability coverage specifically shall contain contractual liability insurance covering the contractual obligations of this Agreement. In the event the Professional Liability insurance policy is written on a "claims made" basis, coverage shall extend for three (3) years past completion and acceptance of the Services, and Consultant shall be required to submit Certificates of Insurance evidencing proper coverage is in effect as required above.

4.11.3 Vehicle Liability. Consultant shall maintain Business Automobile Liability Insurance with a limit of $1,000,000 each occurrence on Consultant's owned, hired, and non-owned vehicles assigned to or used in the performance of the Consultant's Services under this Agreement. Coverage will be at least as broad as Insurance Services Office, Inc., coverage code "1" any auto policy form CA 00 01 12 93 or equivalent thereof. To the fullest extent allowed by law, for claims arising out of performance of this Agreement, the Town, its agents, representative, officers, directors, officials, and employees shall be cited as an Additional Insured under the Insurance Service Offices, Inc. Business Auto Policy Designated Insured Endorsement form CA 20 48 or equivalent. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.

4.11.4 Workers' Compensation Insurance. Consultant shall maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Consultant's employees engaged in the performance Services under this Agreement and shall also maintain Employer Liability Insurance of not less than $500,000 for each accident, $500,000 disease for each employee and $1,000,000 disease policy limit.

5. INDEMNIFICATION

5.1 To the fullest extent permitted by law, Contractor, its successors and assigns shall indemnify and hold harmless TOWN, its officers and employees from and against all liabilities, damages, losses and costs (including reasonable attorney fees and court costs) to the extent caused by the negligence, recklessness or intentional wrongful conduct of Contractor or other persons employed or used by the Contractor in the performance of this Agreement. Contractor's duty to indemnify and hold harmless TOWN, its officers and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property including loss of use of resulting there from, caused by Contractor's negligence, recklessness or intentional wrongful conduct in the performance of this Agreement and the negligence, recklessness or intentional wrongful conduct of any person employed by Contractor or used by Contractor in the performance of this Agreement.

5.2 Insurance provisions set forth in this Agreement are separate and independent from the indemnity provisions of this paragraph and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this paragraph shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

6. TERMINATION OF THIS AGREEMENT

6.1 Termination. The Town may, by written notice to the Consultant, terminate this Agreement in whole or in part with seven (7) days' notice, either for the Town's convenience or because of the failure of the Consultant to fulfill his/her/their contract obligations. Upon receipt of such notice, the Consultant shall: (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the Town copies of all data, drawings, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consultant in performing this Agreement, whether completed or in process. This Agreement may be terminated in whole or in part by the Consultant in the event of substantial failure by the Town to fulfill its obligations.

6.2 Payment to Consultant Upon Termination. If the Agreement is terminated, the Town shall pay the Consultant for the services rendered prior thereto in accordance with percent completion at the time work is suspended minus previous payments.

7. ASSURANCES

7.1 Solicitations for Subcontractors, Including Procurements of Materials and Equipment. In all solicitations either by competitive bidding or negotiation made by the Consultant for Services to be performed under a subcontract, including procurements of materials or leases of equipment, each potential Subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this Agreement and any Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

7.2 Examination of Records. The Consultant agrees that duly authorized representatives of the Town shall, until the expiration of three (3) years after final payment under this Agreement, have access to and the right to examine any directly pertinent books, documents, papers, and records of the Consultant involving transactions related to this Agreement.

7.3 Ownership of Documents and Other Data. Original documents and other data prepared or obtained under the terms of this Agreement, or any change order are and will remain the property of the Town unless otherwise agreed to by both parties. Town may use such documents for other purposes without further compensation to the Consultant; however, any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at Town's sole risk and without liability or legal exposure to Consultant. Any verification or adaptation of the documents by Consultant for other purposes than contemplated herein will entitle Consultant to further compensation as agreed upon between the parties.

7.4 Litigation. Should litigation be necessary to enforce any term or provision of this Agreement, or to collect any damages claimed or portion of the amount payable under this Agreement, that all litigation and collection expenses, witness fees, court costs, and reasonable attorneys' fees incurred shall be paid to the prevailing party.

7.5 Independent Contractor. This Contract does not create an employee/employer relationship between the parties. It is the parties' intention that the Consultant will be an

independent contractor and not Town's employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the Internal Revenue Code, the Immigration and Naturalization Act, Arizona revenue and taxation laws, Arizona Workers' Compensation Law, and Arizona Unemployment Insurance Law. The Consultant agrees that it is a separate and independent enterprise from Town, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Contract shall not be construed as creating any joint employment relationship between the Consultant and Town, and Town will not be liable for any obligation incurred by the Consultant, including but not limited to unpaid minimum wages and/or overtime premiums. [FOR SOLE PROPRIETORS ONLY: The Consultant shall execute the Sole Proprietor's Waiver of Workers' Compensation Benefits attached hereto and incorporated by reference.]

7.6 Immigration Law Compliance Warranty: As required by A.R.S. § 41-4401, Consultant hereby warrants its compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A). Consultant further warrants that after hiring an employee, Consultant verifies the employment eligibility of the employee through the E-Verify program. If Consultant uses any Subcontractors in performance of the Work, Subcontractors shall warrant their compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A), and Subcontractors shall further warrant that after hiring an employee, such Subcontractor verifies the employment eligibility of the employee through the E-Verify program. Consultant shall not be deemed in material breach of this Contract if the Consultant and/or Subcontractors establish compliance with the employment verification provisions of Sections 274A and 274B of the federal Immigration and Nationality Act and the E-Verify requirements contained in A.R.S. § 23-214(A). Town retains the legal right to inspect the papers of any Consultant or Subcontractor employee who works on the Contract to ensure compliance with the warranty. Any inspection will be conducted after reasonable notice and at reasonable times. If state law is amended, the parties may modify this paragraph consistent with state law.

7.7 Exclusive Use of Services. The services agreed to be provided by Consultant within this Agreement are for the exclusive use of the Town and Consultant shall not engage in conflict of interest nor appropriate Town work product or information for the benefit of any third parties without Town consent.

7.8 Sole Agreement. There are no understandings or agreements except as herein expressly stated.

7.9 Caption. Paragraph captions are for convenience only and are not to be construed as a part of this Agreement; and in no way do they define or limit the Agreement.

7.10 Time is of the Essence. The timely completion of the Project is of critical importance to the economic circumstances of the Town.

7.11 Notices. Any notice to be given under this Agreement shall be in writing, shall be deemed to have been given when personally served or when mailed by certified or registered mail, addressed as follows:

TOWN:	CONSULTANT:
Miranda Fisher, Town Manager	Teresa Valentine, Managing Principal
Town of Camp Verde	Valentine Environmental Engineers, LLC
473 S Main Street	15845 S. 46th Street, Suite 144
Camp Verde, Arizona 86322	Phoenix, AZ 85048

The address may be changed from time to time by either party by serving notices as provided above.

7.12 Controlling Law. This Agreement is to be governed by the laws of the State of Arizona.

7.13 Israel. To the extent A.R.S. § 35-393 through § 35-393.03 is applicable, Consultant certifies that it is not currently engaged in, and agrees for the duration of Agreement that it will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.

7.14 China. Pursuant to and in compliance with A.R.S. § 35-394, Consultant hereby agrees and certifies that it does not currently, and agrees for the duration of this Agreement that Consultant will not, use: (i) the forced labor of ethnic Uyghurs in the People's Republic of China; (ii) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or (iii) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. Consultant also hereby agrees to indemnify and hold harmless the Town, its officials, employees, and agents from any claims or causes of action relating to the Town's action based upon reliance upon this representation, including the payment of all costs and attorney fees incurred by the Town in defending such as action.

8. SUSPENSION OF WORK

8.1 Order to Suspend. The Town may order the Consultant, in writing, to suspend all or any part of the Services for such period of time as he may determine to be appropriate for the convenience of the Town.

8.2 Adjustment to Contract Fee. If the performance of all or any part of the Services is, for any unreasonable period of time, suspended or delayed by an act of the Town in the administration of this Agreement, or by its failure to act within the time specified in this Agreement (or if no time is specified, within a reasonable time), an adjustment shall be made for any increase in cost of performance of this Agreement necessarily caused by such unreasonable suspension or modified in writing accordingly. However, no adjustment shall be made under this clause for any suspension or delay to the extent (1) that performance was suspended or delayed for any other cause, including the fault or negligence of the Consultant, or (2) for which an equitable adjustment is provided for or excluded under any other provision of this Agreement.

9. INTERESTS AND BENEFITS

9.1 Interest of Consultant. The Consultant shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

9.2 Interest of Town Members and Others. No officer, member or employee of the Town and no member of its governing body, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the services to be performed under this Agreement, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the process thereof.

9.3 Notice Regarding A.R.S. § 38-511. This Agreement is subject to cancellation under Section 38-511, Arizona Revised Statutes.

9.4 Non-Solicitation. Consultant agrees that it has not employed or retained any company or person, other than a bona fide employee working for Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this clause, the Town may terminate this Agreement without liability, or, in its discretion, deduct from the Contract Fee, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingency fee.

10. ASSIGNABILITY

The Consultant shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of the Town thereto; provided, however, that claims for money due or to become due to the Consultant from the Town under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to Camp Verde.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year last set forth below.

"Town"
TOWN OF CAMP VERDE, ARIZONA,
a municipal corporation

By: _____

Its: _____

Date: _____

ATTEST:

By: _____
Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

By: _____
Trish Stuhan, Town Attorney
Pierce Coleman PLLC

"Consultant"
_____

By: _____

Its: _____

Date: _____

EXHIBIT A
SCOPE OF WORK

This Scope of Work defines the engineering services to be provided by Valentine Environmental Engineers, LLC (Valentine) to the Town of Camp Verde for waterline replacement design and permitting services.

The Town would like to replace portions of waterline along Moonrise Drive adjacent to Highway 260. The waterline replacement length will be approximately 1,200 linear feet. The existing waterline is 12-inch DIP and estimated at 15 to 20 years old. The Town has noted that there is no polyethylene wrap, and that soils in the area lead to corrosion. As a result, there have been lots of repairs needed in this area. Figure 1 provides an annotated map of the proposed alignment. As seen in Figure 1, a portion of waterline has already been replaced on Moonrise within the last 10 to 12 years. The design for this replacement would include connections at the north end of moonrise near the new gas station, connected to the recently replaced portion of waterline from the RV Car Wash to Wendy's, and replacement of the length of waterline south of Wendy's.

This project assumes that the design will include replacement of the existing waterline, and that there is no need to check capacities or waterline sizes. The design will be made with the consideration that the existing waterline will remain in service during construction of the new; the existing will be removed, the new waterline will be offset parallel to existing, and the existing services will be connected to the new waterline. The existing waterline is known to be at 4 to 5 feet depth of burial. The new waterline will be assumed to be C900.

Based on the above, this scope of work will include:

- Approximately 1,200 LF of new 12-inch C900 waterline combined (for portions of yellow piping as shown in Figure 1), with tie-ins to existing waterlines
- Isolation gate valves located at 500-ft intervals along waterline
- One (1) blow off valve at waterline termination south of Wendy's
- One (1) air release valve at waterline high point in same location as existing, located at Pueblo Ridge Road
- Connection to three (3) fire hydrants along the replacement alignments, with one potentially being relocated
- Service lateral connections, assumed to be ½, 1, 1 ½, and 2-inch poly, for existing services to new waterline
- Asphalt replacement and slurry, as applicable for any areas where waterline is in roadway
- Easement acquisitions, as applicable

Valentine shall provide design and permitting services for the waterline replacement and connection details. Design services shall include all work necessary to produce a set of construction bid documents prepared to the Town and Arizona Department of Environmental Quality (ADEQ) standards. Work items shall include general coordination, system options analysis, engineering calculations, project meetings, design and drafting, Town review coordination, QA/QC and permitting services.

EXHIBIT B
CONSULTANT'S KEY PERSONNEL AND SUBCONTRACTORS

KEY PERSONNEL:

Teresa Valentine, PhD, PE, BCEE - Project Manager
Samantha Terrell, MS, PE - Senior Project Engineer
Jazlyn Acosta, MS - Lead Project Engineer
Kaley Yazzie, MS - Project Engineer
Michael Valentine, PE – QA/QC

SUBCONTRACTORS:

Heritage Land Surveying – Surveying

EXHIBIT C
SCHEDULE OF SERVICES

Per Valentine Environmental Engineers Proposal received 1/05/2026:

Milestone	Description	Due Date
1	Engineer conducts scoping meeting/site visit	December 17th, 2025
2	Engineer Submits proposal	January 5th, 2025
3	Engineer Prepares 30% design submittal	14 weeks from approval of proposal (this allows time to receive the survey, adjust the basefile with survey information to conform with Valentine CAD Standards, etc.)
4	30% Design Review Meeting with the Town	2 weeks from 30% design submittal
5	Engineer Prepares 60% design submittal, with engineer's opinion of probable costs	4 weeks from 30% design review meeting
6	60% Design Review Meeting with the Town	2 weeks from 90% design submittal
7	Engineer Prepares 90% design submittal, with engineer's opinion of probable costs	4 weeks from 60% design review meeting
8	90% Design Review Meeting with the Town	2 weeks from 90% design submittal
9	Engineer Prepares final design submittal, with engineer's opinion of probable costs	2 weeks from 90% design review meeting
10	Final Design Review Meeting with the Town	2 weeks from final design submittal
11	Engineer submits ATC permit application, supporting documentation (design report, construction drawings and engineer's opinion of probable costs)	1 week from 90% design review meeting

EXHIBIT D
PAYMENT SCHEDULE

A. Compensation

1. The consideration of payment to Consultant, as provided herein shall be in full compensation for all of Consultant's work incurred in the performance hereof, including offices, travel, per diem or any other direct or indirect expenses incident to providing the services.

2. Attached hereto as Exhibit D-1 are the Consultant's hours and fee estimate for the Project. Consultant's fee shall not exceed the amounts:

Description	**Amount**
Valentine Design and Permitting Services:	$36,687.00
Allowances	
Travel/Reproduction	$ 750.00
Survey	$10,500.00
Permit Review Fees	$ 2,500.00
Potholing	$10,000.00
Easement Descriptions	$10,000.00
Total Contract Amount:	$70,437.00

B. Method of Payment

Invoices shall be on a form and in the format provided by the Town and may be submitted via email to the Town via the Town's authorized representative.

EXHIBIT E
CHANGE ORDER

CHANGE ORDER NO. _____

Distribution: TOWN [ ]
CONSULTANT [ ]
OTHER [ ]

PROJECT: _____ DATE: _____
OWNER: Town of Camp Verde, Arizona.
CONSULTANT:_____
AGREEMENT DATED: _____

CHANGES: The Agreement is changed as follows:

Not valid until signed by both Town and Consultant.
Signature of Consultant indicates acceptance. _____

The original compensation was _____

Net change by previously authorized Change Orders_____

The compensation prior to this Change Order was _____

The compensation will be increased by this Change Order in the amount of
_____

The new compensation under the Agreement including this Change Order will be
_____

The Contract Time will increase by _____

ACCEPTANCE STATUS:

_____ _____
Consultant Town of Camp Verde

By: _____ By: _____

Date: _____ Date: _____