

# COUNCIL DECISION REQUEST

SUBJECT: Payson Event Center Technical Advisory Committee Master Plan

MEETING DATE: October 18, 2007

PAYSON GOAL: NEW:           EXISTING: Yes

ITEM NO.:

TENTATIVE SCHEDULE: October 2007-July 2008

SUBMITTED BY: Rick Manchester

AMOUNT BUDGETED: 0

SUBMITTAL TO AGENDA

EXPENDITURE REQUIRED: 0

APPROVED BY TOWN MANAGER

CONT. FUNDING REQUIRED: 0



EXHIBITS (If Applicable, To Be Attached):

P&R Memo 07-080 Payson Event Center Technical Advisory Committee (PECTAC) Appointments

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## POSSIBLE MOTION

Option 1—Move to appoint PECTAC members as proposed.

Option 2—Move to appoint PECTAC members as proposed with the additions of       (TBD during council meeting)      .

Option 3—Move to appoint PECTAC members as proposed with the exception of       (TBD during council meeting)      .

Option 4—Move to appoint PECTAC members with the following people       (TBD during the council meeting.)      

Option 5—Move NOT to appoint PECTAC at this time.

## SUMMARY OF THE BASIS FOR POSSIBLE MOTION:

During August 16<sup>th</sup>, 2007 Council meeting the council approved the plan and schedule to proceed developing an event center master plan that includes a community technical advisory committee. This is Task #2 of the proposed schedule and project activity.

FYI—Task one (Selecting an Architect) is in progress and on schedule to have a recommendation to council for the first meeting in November.

## PROS:

- The PECTAC is a citizen driven committee focusing on the needs of a community event center. The proposed members represent several facets of the community that have an interest in the success of the project.

## CONS:

- The committee risks becoming too large to be efficient if additional appointments are made. However, additional appointments from Green Valley Redevelopment Authority may be a good idea.
- There may also be a need for one council member instead of two to participate on the PECTAC.

OCT 18 2007 IS

# ***COUNCIL DECISION REQUEST***

**PUBLIC INPUT (if any):**

**BOARD/COMMITTEE/COMMISSION ACTIONS/RECOMMENDATIONS (if any) (give dates and attach minutes):**



Payson Parks and Recreation  
1000 Country Club Lane  
303 N. Beeline Hwy  
Payson AZ 85541  
Phone (928) 474-5242  
Fax (928) 472-8412  
[www.ci.payson.az.us](http://www.ci.payson.az.us)

MEMO—07-080

Date: September 13, 2007

To: Bob Edwards, Mayor  
Town Council Members  
Fred Carpenter, Town Manager

# EXHIBIT ONE

From: Rick Manchester, Parks and Recreation Director

Subject: Payson Event Center Technical Advisory Committee (PECTAC)  
Appointments

CC: Debi Galbraith, CFO  
Parks and Recreation Advisory Board (October Meeting)

Payson Event Center Status Report

## Architect Selection

As a pre-qualification procedure, I have had conversations with several architectural firms that have experience in this type of facility planning. I have prepared a Request for Qualifications (RFQ) to distribute to those firms. The firms were given consideration based on recommendations of other P&R agencies, other event centers in the State, and/or past experience in the Town of Payson.

The RFQ will be reviewed by a selection committee made up of two Parks and Recreation Advisory Board members (Dave Rutter and Bruce Wilson), Town Manager (or designee), Parks and Recreation Director, and Town Engineer. The selection committee will limit the field to 3-5 semi-finalists to interview for the contract.

## Payson Event Center Technical Advisory Committee (PECTAC)

Simultaneously with selecting professional services, the planning schedule requires assembling a technical advisory committee. I have received several nominations for the PECTAC. I have made contact with the nominees and confirmed that they are interested and willing to serve on the committee.

*During the October 4<sup>th</sup> or October 18<sup>th</sup> Town Council Meeting I will request that the Council nominate and appoint the PECTAC committee members with consideration given to the nominations listed. I will be happy to contact other potential committee members that Council would like to recommend or nominate.*

## Proposed Payson Event Center Technical Advisory Committee

	Name	Stakeholder Group and Comments
1	Town Council, TBD	Andy Romance, expressed interest in participating on committee
2	Town Council, TBD	Ed Blair may also be interested in the planning project.
3	Dave Rutter	P&R Advisory Board—Nominated and approved unanimously by P&R Advisory Board.
4	Bruce Wilson	P&R Advisory Board-- P&R Advisory Board—Nominated and approved unanimously by P&R Advisory Board
5	John Landino	Town Rodeo Committee
6	Leon Keddington	Town Rodeo Committee
7	Dr. Drew Justice	Town of Payson Business Owner
8	Farrell Hooseva	Casino and Tribal Council
9	Lani Hall	Equestrian Community and Arizona State University Extension Office
10	Gary Martinson	Developer and business interest
11	Bill Ensign	Payson General Public. Experienced in managing Scottsdale West World.
12	Tina Bruess, Chamber of Commerce Executive Director	Business Community
13	Diane Enos, President Chamber of Commerce and business owner	TOP Design Review Committee and Business community. Invited but have not confirmed participation as of September 13.
14	Rick Manchester, Parks and Recreation Director	Ex-Officio Member
15	LaRon Garrett, Town Engineer	Ex-Officio Member

Others that were invited but cannot commit to the meetings or did not respond:

Bill Armstrong, PRCCA

Ed Armenta, USFS



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MEMO—07-082

Date: September 21, 2007  
To: Bob Edwards, Mayor  
Town Council  
From: Rick Manchester, Parks and Recreation Director  
Subject: PECTAC Additional members  
CC: Debi Galbraith, Interim Town Manager

Since my original submittal of names for consideration I have received four other nominations that will be fantastic additions. I have not confirmed their willingness yet, but I believe that they are aware of their nomination to the committee.

- Green Valley Redevelopment Association has nominated two of their member to the committee.
  - Minette Richardson
  - Mike Amon
- Also nominated to the committee
  - Roy Bergold
  - Kate Launder

I have also spoken with Bill Armstrong and he is very willing to provide technical input in regards to the actual arena dimensions and requirements within the event center. He however cannot commit the time to serve on the committee.

It is quite possible that others may wish to be members of the committee. I will be happy to call other nominations that you would like to make.



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MEMO—07-080

Date: September 13, 2007

To: Bob Edwards, Mayor  
Town Council Members  
Fred Carpenter, Town Manager

From: Rick Manchester, Parks and Recreation Director 

Subject: Payson Event Center Technical Advisory Committee (PECTAC)  
Appointments

CC: Debi Galbraith, CFO  
Parks and Recreation Advisory Board (October Meeting)

Payson Event Center Status Report

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