COUNCIL DECISION REQUEST

SUBJECT: Mud Springs Road Phase 2

MEETING DATE: 01/10/08

PAYSON GOAL: NEW: EXISTING: X

ITEM NO.:

TENTATIVE SCHEDULE: Fiscal 07-08

SUBMITTED BY: LaRon Garrett, Town Engineer

AMOUNT BUDGETED: $80,000

SUBMITTAL TO AGENDA
APPROVED BY TOWN MANAGER

EXPENDITURE REQUIRED: $42,025

CONT. FUNDING REQUIRED: $0

EXHIBITS (If Applicable, To Be Attached): Proposed Contract, Resume of Scott Ritchie, STAC/Town Council Street Priority List, STAC Minutes from May 2, 2007, Town Council Minutes from May 17, 2007

POSSIBLE MOTION

I move to approve the contract with Roundabouts & Traffic Engineering for the design of a modern Roundabout at the intersection of Highway 260 and Mud Springs Road for a fee of $42,025.00 and authorize the Mayor to sign the necessary contract documents.

OR

I move to approve the contract with Roundabouts & Traffic Engineering for the design of a modern Roundabout at the intersection of Highway 260 and Mud Springs Road for a fee of $42,025.00; to authorize the Mayor to sign the necessary contract documents; to direct staff to investigate traffic calming measures that could be implemented along the Mud Springs Road – Phoenix Street route between Highway 260 and Highway 87; and for staff to report back to the Town Council concerning proposed traffic calming measures to discourage through traffic along Phoenix Street and Mud Springs Road corridor prior to beginning construction on Mud Springs Road Phase 2.

SUMMARY OF THE BASIS FOR POSSIBLE MOTION:

Mud Springs Road Phase 2 extends from Granite Dells Road to Highway 260. It is currently the No. 1 project on the roadway priority list developed by the Surface Transportation Advisory Committee (STAC) and approved by the Town Council. The Town Council appropriated funds in the 2007-2008 budget for the final design of this project. The basic roadway design was completed several years ago but the intersection designs were not completed at that time. Construction was just completed on a roundabout at the south end of this segment (Granite Dells Road). This contract will provide the design for a roundabout at the north end of this roadway segment (Highway 260). The existing roadway plans will then need to be modified to match into the roundabouts at each end.

Staff has negotiated a Scope of Services and Fee with Roundabouts and Traffic Engineering in Sedona, AZ. For the design of a modern roundabout at the intersection of Mud Springs Road and Highway 260. Roundabouts and Traffic Engineering is owned by Mr. Scott Ritchie, P.E. Mr. Ritchie is one of the premier modern roundabout designers in the United States. He has taught several classes and seminars on modern roundabout design and is the designer of the roundabouts constructed in the Verde Valley by the Arizona Department of Transportation. A copy of his resume is attached.

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COUNCIL DECISION REQUEST

A copy of the proposed contract, including the proposed Scope of Services and Fee is also attached. Staff recommends approval of this contract.

Also, staff has received a lot of input recently concerning construction of this roadway segment, both in favor of and opposed to the construction. The major concern of those opposed to this project is that it could allow Mud Springs Road and Phoenix Street to become an alternate traffic route to avoid Highway 87 and Highway 260 traffic, especially on busy weekends. To address this concern, traffic calming devices could be installed along the length of this route that would discourage traffic unless they had a specific destination in the area. There are currently 4 Stop signs and two roundabouts that a traveler must go through between Highway 87 and Highway 260. Staff is also preparing a recommendation for the Town Council concerning a proposed traffic calming measure on Phoenix Street just east of Elk Ridge Drive. Staff could review this entire route and present a traffic calming plan to the Town Council for their approval prior to starting construction on Mud Springs Road Phase 2.

PROS: This project will complete Mud Springs Road between Highway 260 and the southeast area of Payson, thus providing an alternative access to the main highway for local residents. It will also allow an additional access point to Highway 260 and reduce the volume of traffic using the Granite Dells Road and Highway 260 intersection, an intersection with a history of many accidents.

CONS: It may increase traffic on Phoenix Street

PUBLIC INPUT (if any): Public input was accepted at the STAC meeting and the Town Council Meeting.

BOARD/COMMITTEE/COMMISSION ACTIONS/RECOMMENDATIONS (if any) (give dates and attach minutes): The STAC approved the street construction priority list at their May 2, 2007 meeting. The STAC priority list was then recommended to, and approved by the Town Council, at the May 17, 2007 meeting.

AGREEMENT
BETWEEN *ROUNDABOUTS & TRAFFIC ENGINEERING*
AND THE TOWN OF PAYSON
FOR PROFESSIONAL SERVICES IN CONNECTION WITH
HIGHWAY 260 AND MUD SPRINGS ROAD ROUNDABOUT

THIS AGREEMENT entered into this ___ day of _____, 2008 by and between Roundabouts & Traffic Engineering, 20 Crimson Vista Lane, Sedona, AZ 86351, (hereinafter referred to as the "Engineers and Architects" or "E/A") and the Town of Payson, a municipal corporation, located at 303 North Beeline Highway, Payson, Arizona 85541 (hereinafter referred to as "Client").

RECITALS

A. Client desires to engage E/A to provide professional services; and

B. Client finds that the proposed Scope of Services and terms of this Agreement are acceptable; and

C. E/A desires to provide said services and agrees to do so for the compensation and upon the terms and conditions as hereinafter set forth.

NOW, THEREFORE, based upon the mutual promises, covenants and conditions herein contained, the Parties do hereby agree as follows:

Section 1. Terms and Conditions

A. Employment of the E/A. Client hereby engages E/A and E/A hereby agrees to perform the professional services as set forth herein.

B. Scope of Services. E/A shall perform, in a proper and professional manner, the services set forth in the Scope of Services, marked Attachment "A", attached hereto, and by this reference incorporated herein as though set forth in full at this point. The work is generally described as:

Design of the roundabout at the intersection of Highway 260 and Mud Springs Road in accordance with the Arizona Department of Transportation requirements.

C. Time for Completion. The professional engineering design for the roundabout at the intersection of Highway 260 and Mud Springs Road as defined in Attachment "A", Scope of Services, shall be completed within 90 calendar days from date of execution of this contract.

D. Extra Services. E/A shall provide extra services, not specifically called for in Attachment "A", Scope of Services, upon request or authorization of the Client at a fee to

be determined at the time of the request. However, it is the intent that the Scope of Services, with modifications by the E/A in the Special Provisions, if any, is complete and sufficient to accomplish the purposes of this Agreement.

E. Changes. If Client has requested modifications or changes in the extent of the Project, the time of performance of the services of E/A and the compensation therefor shall be adjusted appropriately and shall be incorporated in written amendments to this Agreement. Notwithstanding the foregoing, E/A shall perform no modification, changes or additional work, except as and until authorized in writing by Client to do so.

F. Fees. Client shall pay E/A, for the services set forth in Attachment "A", Scope of Services, a lump sum fixed fee of Forty Two Thousand, Twenty Five Dollars and NO/100 ($42,025.00).

G. Payment. E/A will submit to Client monthly invoices based on a percentage of work completed along with all reimbursable expenses incurred. Client will be responsible for paying the invoice in full within thirty (30) days of receipt. If Client fails to make any payment due E/A for services performed as set forth in Attachment "A", Scope of Services, within thirty (30) days after receipt of E/A's bill therefor the amounts due E/A shall include a charge at the rate of 1.50% per month from said day; and in addition E/A may suspend services under this Agreement until it has been paid in full all amounts due it for services and expenses. E/A shall be entitled to actual costs for remobilizing on any work suspended for thirty (30) days or more on account of non-payment or a substantial portion of the fee within the time prescribed in this Agreement.

H. Reimbursables. Unless otherwise stated in Attachment "A", Scope of Services, charges for out-of-pocket expenses not directly furnished by E/A will be paid by Client at a rate of 1.10 times the cost of such expense, up to a maximum of Five Hundred Dollars, excluding subconsultants, in addition to the amount set forth in paragraph 2 (F) herein above. E/A shall not be entitled for payment for printing or copying that occurs during the normal course of work required to accomplish the Scope of Services, except as authorized by the Client. Printing, binding, copying and deliveries of inspection reports, field notes and record drawings for the Client shall not be considered reimbursable.

I. Ownership and Re-Use of Documents. All documents, including original drawings, estimates, specifications, field notes, inspection reports, testing results, record drawings and data are and shall be the property of the Client, and shall be provided to the Client upon request during the term of this Agreement, and without demand at the conclusion of this Agreement. Client will not reuse the documents for any other project unless E/A has given written authorization to do so.

J. Delays Beyond the Control of the E/A. It is agreed that events which are beyond the control of the E/A may occur which may delay the performance of the Scope of Services of this Agreement. In the event that the performance of the Scope of Services by the E/A is delayed beyond its control, the E/A shall notify, in writing, the Client of such

delay and the reason therefor, and Client shall extend the time of performance appropriately.

K. Liability of E/A. E/A shall be liable only for damage caused by negligence of it, its employees, sub-consultants or subcontractors. E/A shall notify Client of the engagement of any and all subcontractors or consultants, and client shall have sufficient and adequate opportunity to review the qualifications of such subcontractors or consultants, and shall have the right to approve or disapprove their engagement. Client requires subcontractors or consultants of the E/A shall provide appropriate certificates of insurance to the client prior to their performing of any work relating to this Agreement.

L. Problems. Any problems relating to the services provided herein are to be brought to the attention of E/A as soon as encountered and, if possible, before E/A incurs any obligations. E/A reserves the sole right to correct any errors it is responsible for, including, but not limited to, the selection of a subcontractor or sub-consultant and the negotiation of fees.

M. Indemnification. To the fullest extent permitted by law, the E/A shall defend, indemnify and hold harmless the Town of Payson, its agents, officers, officials and employees from and against all tortuous claims, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from the negligent acts, errors, mistakes or omissions of the E/A, its agents, employees, or any tier of E/A's sub-consultants in the performance of this Contract. E/A's duty to defend, hold harmless and indemnify the Town of Payson, its agents, officers, officials and employees shall arise in connection with any tortuous 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 resulting therefrom, caused by any E/A's negligent acts errors, mistakes, omissions, work or services in the performance of this Contract including any employee of the E/A, any tier of E/A's subcontractor or any other person for whose acts, errors, mistakes, omissions, work or services the E/A may be legally liable.

The amount and type of insurance coverage requirements set forth in Paragraph N herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

N. Insurance. All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted; failure to do so may, at the sole discretion of the Town of Payson, constitute a material breach of this Contract.

The E/A's insurance shall be primary insurance as respects to the Town of Payson, and any insurance or self-insurance maintained by the Town of Payson shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect the Town of Payson.

The insurance policies, except Workers' Compensation, shall contain a waiver of transfer rights of recovery (subrogation) against the Town of Payson, its agents, officers, officials and employees for any claims arising out of the E/A's negligent acts, errors, mistakes, omissions, work or service.

The insurance policies may provide coverage which contain deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the Town of Payson under such policies. The E/A shall be solely responsible for the deductible and/or self insured retention and the Town of Payson, at its option, may require the E/A to secure payment of such deductibles or self-insured retentions by a Surety Bond or an irrevocable and unconditional letter of credit.

The insurance policies, except Workers' Compensation and Professional Liability, required by this Contract, shall name the Town of Payson, its agents, officers, officials and employees as Additional Insureds.

Required Coverage

General Liability.	$1,000,000 / occurrence; $2,000,000 aggregate.
Workers' Compensation.	$100,000 / accident; $100,000 disease; $500,000 disease limit
Professional Liability	$1,000,000 per claim.

Prior to commencing work or services under this Contract, E/A shall furnish the Town of Payson with Certificates of Insurance, or formal endorsements as required by the Contract, issued by E/A's insurer(s), as evidence that policies providing the required coverages, conditions and limits required by this Contract are in full force and effect.

In the event any insurance policy(ies) required by this Contract is(are) written on a "claims made" basis, coverage shall extend for two years past completion and acceptance of the Contractor's work or services as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to the Town of Payson fifteen (15) days prior to the expiration date.

O. Termination of Contract. This Agreement may be terminated by either Party at any time upon thirty (30) days prior written notice to the other Party. Upon such termination, Client shall pay E/A all monies owed under this Agreement for all work performed up to the effective date of termination. Unless sooner terminated, this Agreement shall terminate fourteen (14) calendar days after completion of construction. In the event of such cancellation, all work performed by E/A up to that time, including but not limited to

field information, studies and rough or final drafts of working papers, shall be delivered to the Client by E/A.

P. Publicity. No information relative to the Project shall be released by E/A for publication, advertising, or for any other purpose without the prior written approval of the Client.

Q. Supplementary Conditions. Supplementary Conditions, if any, shall apply to this Agreement, are set forth in Attachment "B", Supplementary Conditions which is attached hereto and incorporated herein by this reference as though set forth in full at this point.

R. Entire Agreement. This Agreement, with attachments, represents the entire understanding between Client and E/A in respect to the Project, all prior understanding and agreements are merged herein and this Agreement may only be modified by an instrument in writing executed with the same formalities as this instrument.

S. Successors and Assigns. Client and E/A each binds himself and his partners, successors, executors, administrators and assigns to the other party to this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Except as above, neither Client nor E/A shall assign, sublet or transfer its interest in this Agreement without the written consent of the other; however, E/A may employ others to assist him in carrying out its duties under this Agreement. Nothing herein shall be construed as giving any rights or benefits hereunder to anyone other than Client and E/A.

T. Dispute Resolution. This Agreement shall be governed and construed in accordance with the internal laws of the State of Arizona. In particular, this Agreement is subject to the provisions of A.R.S. § 38-511, the terms of which are incorporated herein, and which provides for cancellation of contracts by the municipality for certain conflicts of interest. With the written consent of both Parties, any dispute, controversy, claim, or cause of action arising out of or related to this Agreement may, but in no event need, be settled by submission to binding arbitration in accordance with the rules of the American Arbitration Association and the Arizona Uniform Arbitration Act, A.R.S. § 12-1501, et seq. Judgment upon any award rendered by the arbitrator(s), if filed in Arizona Superior Court, shall be filed in the Superior Court of Gila County, Arizona; or any such dispute, controversy, claim, or cause of action may be litigated in the Superior Court of Gila County, Arizona. The venue for any such dispute shall be Gila County, Arizona, and both Parties consent in advance to such venue and jurisdiction and waive any right to object that Gila County is an inconvenient or improper forum based upon lack of venue. Neither Party shall be entitled to recover from the other party any of its attorneys' fees, costs, or expert witness fees incurred in any such dispute, controversy, claim, or cause of action, but each party shall bear its own attorneys' fees without contribution from the other party, whether the same is resolved through arbitration, litigation in a court, or otherwise.

WITNESS WHEREOF, E/A and Client have executed this Agreement on the day and year first above written.

Town of Payson
303 N. Beeline Highway
Payson, AZ 85541
Telephone: (520) 474-5242
FAX: (520) 474-7052

By: _____ Attest _____
Mayor Town Clerk

Roundabouts & Traffic Engineering
20 Crimson Vista Lane
Sedona, AZ 86351
928-284-0295

By: _____

Title: _____

APPROVAL AS TO FORM

The Town of Payson Legal Department has reviewed this contract and approved it as to form. When reviewing this contract for form, the Legal Department considers whether the following situations have been addressed:

I. Identification of parties;
II. Offer and acceptance;
III. Existence of contract consideration (we do not review to determine if consideration is adequate);
IV. That certain provisions specifically required by statute are included (i.e., provisions concerning non-availability of funds and conflict of interest, A.R.S. § 38-511).

We have not reviewed the contract for other issues. Therefore, approval as to form should not be considered as approval of the appropriateness of the terms or conditions of the contract or the underlying transaction. In addition, approval as to the form should not be considered approval of the underlying policy considerations addressed by the contract.

Dated this _____ day of _____, 2008.

By_____
Samuel I. Streichman, Town Attorney

EXHIBIT 'A'
SCOPE OF SERVICES

Roundabouts & Traffic Engineering

ROUNDABOUTS & TRAFFIC ENGINEERING
ARIZONA OFFICE
20 CRIMSON VISTA LANE
SEDONA, AZ 86351
CALIFORNIA OFFICE
11279 HUNTSMAN LEAP
TRUCKEE, CALIFORNIA 96161
WWW.ROUNDABOUTS.US

December 17, 2007

LaRon Garrett, P.E.
Town Engineer
Town of Payson
303 N. Beeline Highway
Payson, AZ 85541

RE: SR 260 / Mud Springs Road Roundabout Design Proposal

Dear Mr. Garrett:

Thank you for requesting roundabout design services from Roundabouts & Traffic Engineering (RTE). With this letter, RTE has prepared a proposal for a various number of tasks for professional roundabout services for the SR 260 / Mud Springs Road Roundabout in Payson, Arizona. The Town, ADOT representative Alvin Stump, and RTE already discussed the request for proposal and the requirements for the scope of work. As discussed, RTE has compiled the anticipated tasks required in a scope of work consisting of one two-lane roundabout with potential bypass lane.

Consistent with other roundabout services we have conducted in the past, RTE proposes the following task items:

Task 1: Review of Existing Conditions: A review will be performed of the most recent site plans and roadway alignment information as provided to RTE from the Town. We require the most recent electronic files (in AutoCAD 2000 format) for the existing roadways with respect to surrounding topography, centerlines, curb faces, edge of pavement, roadway lane markings (striping included), proposed bike lanes or nearby crosswalks (striping included), environmental constraints, buildings, drainage structures, adjacent access points, and right of way constraints **labeled** for RTE's review and use. This shall include any special design constraints such as specific properties that cannot be encroached or specific desired lane widths. We will also review any traffic study (completed by others), which should include the *final* future design year traffic volumes and assumptions of the proposed intersection project. Any changes to the future design volumes must be provided to RTE prior to commencing our analyses.

These items should provide adequate background traffic conditions, existing traffic conditions outside the project area, as well as the level of detail, design parameters, right of way constraints, and location for the proposed roundabout.

Task 2: Review Future Conditions: RTE will need to review the future AM and PM peak hour turning movement volumes at the intersection developed from the future projected traffic volume data (completed by others). A simple schematic diagram consisting of the *final* future peak hour turning movement volumes at the intersection are requested. In order to accurately identify the roundabout geometric and capacity needs, the following is requested and required prior to starting the capacity (RODEL) analyses or roundabout design:

- Future AM Peak Hour Turning Movement Volumes
- Future PM Peak Hour Turning Movement Volumes
- Future *Percent* Heavy Vehicles (by Approach) for Each Peak Hour
- Design Vehicle Type by Turning Movement (i.e. WB-50, WB-62, WB-67, etc.)
- Vertical Constraints
- ROW Constraints
- Existing and Proposed Roadway Alignment Base Map (with travel lanes, proposed face of curb tie-in, striping, bike lanes, ROW, etc.)
- Pedestrian Volumes (if significantly high)
- Identify if Bike Lanes will be Needed / Proposed (sidewalks are assumed)

The future traffic conditions with respect to the operations and flows of the existing roadways will be reviewed and possibly discussed with the Town for project understanding and operational issues. These operational issues including the potential delays will be utilized in the design process and geometry criteria. As noted, we also request any relevant adjacent site plans, access points, and roadway cross-sections that may affect the roundabout design (including accesses to adjacent properties).

This task will also include verification of the appropriate heavy design vehicle and heavy vehicle volume percentages per approach assumed for the roundabout design. Although at this point the design vehicle is assumed to be a WB-67 (through movements only) and a WB-50 for side street movements, the heavy design vehicles should be identified ***for each turning movement*** for the required design constraints of the roundabout. Therefore, RTE will verify all sets of volumes, including truck volumes, and discuss with the Town any concerns that we may encounter.

Task 3: Capacity Analyses: After obtaining all of the pertinent information regarding the roadways, site, and traffic volumes, a geometric analysis of the proposed

roundabout using the roundabout design software tool called RODEL will be conducted. The RODEL calculations will provide the initial lane geometry and capacity requirements for the roundabout based on the future design volumes. This will set the design requirements for the conceptual roundabout design. The AM and PM traffic volumes will need to be analyzed at the intersection at both the standard and peak percentile confidence levels for a total of four RODEL model calculations. This will ensure the roundabout will operate appropriately under all peak hour traffic conditions during typical design and critical design operations. Although no report will be submitted, the final results of this analysis will produce the following initial information:

- Roundabout diameter (estimated size)
- Entry lane configurations at each approach
- Future traffic volume capacity by approach
- Minimum approach widths and entry radii of the roundabout
- Delay of each approach and the overall delay of the intersection in seconds
- Queue lengths for each approach
- Future Level of Service

Task 4: Lane Configuration and Roundabout Placement: Once the minimum design requirements have been established, a modern roundabout design can be developed by initially identifying the flow of traffic and lane configuration requirements for the circulatory roadway and the exits of the roundabout. This task includes the placement of the roundabout's circle to roughly determine the lane configuration and location of the proposed roundabout. Special consideration will be taken for the skewed intersection angles. This task requires particular attention to the roundabout diameter and placement of the roundabout within the intersection due to the angles. In addition, all efforts will be made to avoid any ROW constraints specified in the design file. This task will most likely be an iterative process to arrive upon a proper solution due to the existing roadway alignments.

Task 5: Modern Roundabout Horizontal Design: Once the general location and roundabout configuration has been preliminary developed, a full conceptual modern roundabout design can be initiated. Assuming all of the above information has been completed and supplied, RTE will develop a horizontal roundabout design for the intersection with respect to the required geometric parameters as well as safety in an AutoCAD 2000 electronic file format. RTE will complete a roundabout design with respect to the face of curb for inclusion in the PS&E package for the intersection. All other remaining civil work should be completed by the Town or general civil firm to bring the plans up to proper submittal or local standards. At this stage of design, RTE's

file will contain amenities such as crosswalks, detached sidewalks (assumed 5′ width), bike paths and ramps (if shown on the plans as required), truck aprons, multiuse paths, and the like. All efforts will be made to avoid any ROW issues specified. The design will be based upon acceptable thresholds to maintain adequate speeds and safety.

It is critically important and required by RTE that the horizontal geometry of the roundabout not be modified without prior written consent of Scott Ritchie with RTE. This is required for adequate safety and capacity of the roundabout design. The design will utilize the RODEL output with appropriate design use of the six basic geometric roundabout parameters (E, L′, V, Phi, R1, and ICD). The entry width (E), average effective flare length (L′), entry angle (phi), the entry radius (R1), and the inscribed circular diameter (ICD) all directly relate to the capacity and safety of modern roundabouts. The proper ***balance*** and design use of these six geometric parameters will result in an efficient and safe design.

The specific design vehicle for each turning movement will also need to be verified as adequate within the roundabout design. The design will be modified to reflect the truck requirements. The software program AutoTURN 5 will be used for the turning movements of the intersection roadways to verify proper truck turning radii through the roundabouts for every approach and movement. ***Please verify the design vehicle prior to commencement of this scope of work as it can change the ROW requirements considerably.***

In addition, specific design criteria will be provided to accommodate and create safe and ADA compliant pedestrian facilities and refuges for the modern roundabout. This includes specific splitter island designs and striping criteria completed in tasks below.

Task 6: Modern Roundabout Striping Design: Signing and striping of modern roundabouts are critical components of design that communicates to the driver which lane to use prior to entering, within the roundabout, and which exit is permitted for each turning movement for regulatory lane assignment purposes. Under the tasks above, the lane geometry will be better defined for the roundabout for lane assignment purposes. The horizontal geometric plans must provide the appropriate striping for safety as well as operational use. The specific radii shown in the provided plans from RTE should be adequately detailed by the Town or general civil in the PS&E plans for proper construction. This task provides the striping for the roundabout design. General callouts for the type of striping to be used as well as graphical placement of the striping with specific and critical radii will be shown. Scott Ritchie, P.E., President of RTE, has been working with the MUTCD and FHWA committees in developing the new roundabout striping section of the MUTCD manual and FHWA Roundabout

Guide. Final versions of this document have not been released to the public yet (2009), but prove to be extremely useful in modern roundabout designs. RTE will develop the striping of the roundabouts in conformance with these standards.

Task 7: Modern Roundabout Signing Design & Report: This task will focus on the new signs that are needed for the roundabout design. RTE will identify in the design file the placement and rotation of the required roundabout signs. RTE will also provide a signing report including images of example signs and sign placement in the design file to be used for this project. It should be noted that all new roundabouts, especially at multilane roundabout designs, require detailed signing plans using the most current signing practices in order to adequately communicate to the drivers for safety purposes.

Standards for the signing of roundabouts have not been established yet in the United States or Canada. However, RTE has published a Roundabout Signing Guide and has been involved with many jurisdictions, including on the state and federal levels, throughout North America that are creating and adopting RTE's signing methodology. Scott Ritchie also is part of the MUTCD signing and FHWA committees on roundabouts for their upcoming publications in 2009. The signing shall adhere to this new federal manual.

Task 8: Lighting Design Recommendations: Roundabout research in other countries have shown that improper lighting placement, design, and light luminance results in severe safety hazards regardless of the accuracy of the roundabout geometry. Therefore, in this task RTE will provide the proposed light pole locations in the design file for the project site. RTE can review and address any design modifications required for adequate and safe lighting of the roundabout. Specific lighting details, including height, spacing, foot-candles (or lux), tilt, or an isometric roadway lighting plan, need to be provided for a thorough review.

Task 9: Landscaping Design Parameters & Report: RTE will provide specific sight distance envelopes and landscaping radii for the roundabout in plan view for the inclusion of landscaping areas. There are different envelopes required for roundabout designs that specifically pertain to the height requirements of the landscaping to be placed. The radii, sight lines, and heights will be shown on the plans. In addition, RTE will provide a landscaping report containing the landscaping requirements. The report will also include photographs of appropriate landscape options for the plans for use by the landscape designer. The design team (or landscaper) may then develop the final landscaping plan and profile sheets (required in PS&E).

Task 10: Pedestrian / Cyclist / ADA Design Recommendations: This task will include the pertinent and relevant pedestrian, bicycle, ADA recommendations for this roundabout project. This will include design details and notes of pedestrian crosswalk design, bicycle facilities, ADA ramp details, and treatments for the handicapped (including the new federal requirements for the visually impaired). The design file must include the desired locations and widths for bicycle lanes (if any) prior to completing the roundabout design.

Task 11: Construction Materials: Construction materials and colors are an integral part of roundabout design, public acceptance of the new traffic control device, operational effectiveness of the roundabout, and, most importantly, driver and pedestrian safety. For example, specific materials, mountable curb types, and construction methods for the truck apron will be identified in the plans in detail. This task includes construction material assistance and choices with respect to the roundabout to maximize the efficiency and effectiveness of the roundabout as a traffic control device within the time allotted. Some of these materials may be a requirement while others may be recommendations with options.

Task 12: Vertical & Drainage Design Assistance: The proper flow of runoff around the circulatory roadway of a roundabout is different than that of a normal intersection. In turn, each specific roundabout design has different vertical and drainage design parameters involved depending on the turning movements of the traffic flows, the existing site conditions, the number of lanes of the roundabout, and the proposed drainage facilities in the roundabout. Therefore, this task assists the Town or general civil in recommending and reviewing the methods for the drainage of runoff with respect to the vertical design of the roundabouts. This also includes recommendations of the roundabout's profiles, cross-sections, crown line placement, and flow patterns within the time allotted.

Task 13: Coordination: This task entails coordination with the design team in potential conference call arrangements to discuss the design details. RTE will provide as much assistance as possible to assist the design team in completing an adequate and safe roundabout design within the time allotted. It is anticipated that approximately two conference calls will be required. No travel or on-site visits are included in this task.

Task 14: Site Visit and Meetings in Payson: To assist the Town of Payson, design team, and ADOT with this project as well as roundabouts in general, RTE can present to the Town, State, or citizens at public meetings in Payson upon request, which is out of this current scope of work. This will require presentation development, preparation, travel, accommodations, and attendance time and fees.

However, the scope of work discussed with RTE identified a potential need for attendance at one or more meetings during and after the design process. These meetings will require travel time, attendance time, and possibly presentation time. Since the length and number of these meetings is currently unknown, these hours are not included in this scope and cost estimate. If additional meetings, presentations, or travel time is required or requested, this will be billed on a time and materials basis only. It is highly encouraged to bring Scott Ritchie to controversial or delicate public meetings to educate and inform the public and decision makers.

Task 15: Roundabout Design Plans Quality Assurance & Quality Control: RTE will provide quality assurance and control of the design plans at the final stage prior to submittal. This task is necessary to be included to verify the future roundabout design plans accurately depict the appropriate details of the roundabout design and associated design details, no unsafe design changes are proposed, and construction integrity of the design is ensured. This task should be completed **prior** to submittal to ADOT to ensure the state is reviewing accurate and acceptable design parameters. RTE will also assist the Town of Payson to address any comments provided by ADOT.

In addition, RTE can provide quality assurance/control of the construction staging, construction plans, and on-site (if requested). It is assumed that Scott Ritchie's presence would occur after most of the curb and gutter has been implemented and during the striping phase of the construction. Please note, construction review and on-site QA/QC is not included in this scope of work or cost estimate and is usually handled under a separate contract executed at the time of construction.

OTHER COMMENTS

RTE has attached a firm description and Mr. Ritchie's resume to assist you at your presentation at the City Council Meeting this month. Any additional information may be obtained at either our website (www.roundabouts.us) or with Scott Ritchie directly.

Please note, any changes to the provided design volumes, roadway alignments, or ROW requirements may require additional time and fees. Changes to the horizontal roundabout design without authorization of RTE is strictly prohibited unless authorized in writing by Scott Ritchie. This requirement is set herein for public safety measures and operational capacity requirements. RTE will not endorse any roundabout design that has been modified to create unsafe speeds, operational or safety issues. RTE also encourages the presentation of its work for the project to the local jurisdiction, if requested. In addition, RTE also encourages RTE's involvement in developing proper

public education through a public educational campaign. If any additional in-person presentations are requested for the final presentation of the roundabout at public meetings, this can be accommodated. Time will be required to develop the presentation material, travel time, and attendance to any meetings. Any additional time or travel requests not noted herein will be billed on a time and materials basis.

COSTS & RATES

All RTE work will be performed exclusively by RTE's roundabout specialist Scott Ritchie. The estimated cost for this analysis has been broken down per task in the attached Table A. It is anticipated that the time and associated costs for this work will require a total of $42,025 in professional fees and other expenses to successfully complete. The tasks will be performed and billed on a lump sum basis with any additions to be billed at a standard hourly rate of $180.00 per hour plus reimbursables for all roundabout services.

RTE will make every effort to comply with the scheduling needs of the project. We anticipate being able to complete the design file on the project within five weeks from the date of receipt of the required materials above. Signing this proposal below will allow RTE to get started. We would be happy to discuss any changes to the scope or contractual arrangements that you feel would be proper. Thank you for the opportunity to make this proposal. We look forward to working with the project team.

Respectfully Submitted,

Roundabouts & Traffic Engineering,

Scott E. Ritchie, P.E.

Scott E. Ritchie, P.E., President

Attachments: Table A, Cost Estimate

Billing Information:

Project I.D./Ref.#_____

Send Invoice to:_____

_____

_____

Approved by CLIENT:

By_____

Print Name_____

Title_____

Date_____

TABLE A: COST ESTIMATE - RTE

SR 260 / Mud Springs Road Roundabout Design Payson, Arizona		TOTAL HOURS	TOTAL COSTS
Task 1	Review of Existing Conditions/Plans/Report	4	$700
Task 2	Review of Future Conditions	4	$700
Task 3	Capacity Analyses	12	$2,100
Task 4	Lane Configuration and Roundabout Placement	20	$3,500
Task 5	Multi-Lane Roundabout Horizontal Design	88	$15,400
Task 6	Multi-Lane Roundabout Striping Design	24	$4,200
Task 7	Roundabout Signing Design & Report	20	$3,500
Task 8	Lighting Placement Design	4	$700
Task 9	Landscaping Design Parameters & Report	20	$3,500
Task 10	Pedestrian / Cyclist / ADA Design Requirements	16	$2,800
Task 11	Construction Materials	2	$350
Task 12	Vertical & Drainage Design Assistance	6	$1,050
Task 13	Coordination	8	$1,400
Task 14	Site Visit and Meetings in Payson (T&M)	0	$0
Task 15	Roundabout Design Plans Quality Assurance/Control	12	$2,100
TOTAL TASK ITEMS		***240***	***$42,000***

REIMBURSEABLES	
Travel & Lodging	$0
Phone / Postage / Printing / Copy Costs	$25
Subtotal: Other Expenses	$25
TOTAL PROJECT COST	**$42,025**

Note 1: All Work Herein Is Performed and Billed on a Lump Sum Basis
Note 2: Any Additional Work Will Be Billed on a T&M Basis at $180/hr.
Note 3: The Number/Length of Meetings are Not Known and Will Be Billed on an Hourly Basis Only Including Travel
Note 4: Any Requested Changes to the Provided Roundabout Design Will Require Additional Time and Costs

Roundabouts & Traffic Engineering

ROUNDABOUTS & TRAFFIC ENGINEERING
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20 CRIMSON VISTA LANE
SEDONA, AZ 86351
CALIFORNIA OFFICE
11279 HUNTSMAN LEAP
TRUCKEE, CALIFORNIA 96161
WWW.ROUNDABOUTS.US

SCOTT E. RITCHIE, P.E.

PRESIDENT, ROUNDABOUT SPECIALIST

Education / Professional Associations

Licensed Professional Engineer in the State of California
Civil Engineering, B.S. – Oregon State University
Military Science Degree 1 & 2 – University of Oregon, OSU
Transportation Research Board National Roundabout Subcommittee Member

Experience

Scott Ritchie serves as the president and roundabout design specialist of **Roundabouts & Traffic Engineering (RTE)**. Scott has worked on a wide variety of transportation engineering projects for many private and public entities for over fifteen years. Mr. Ritchie has been involved with the design, review, modification, evaluation, redesign, and presentation of over a hundred roundabouts throughout the United States and Canada. Most of these projects include working for the federal government, state departments, and county and city jurisdictions throughout the United States. Mr. Ritchie has devoted much of his traffic engineering work to the Sierra Foothills and Lake Tahoe surrounding areas. In conjunction with his national roundabout projects and regional traffic work, Mr. Ritchie has also independently researched and analyzed hundreds of roundabouts worldwide.

As a roundabout design specialist with over 250 modern roundabout designs in the United States, Scott Ritchie has been formally recognized as a roundabout design expert and qualified roundabout training instructor of modern roundabouts throughout the United States and Canada due to his design experience, knowledge of roundabout theory and working operations, extensive roundabout field research, and his contributions with publications to the modern roundabout. Scott currently provides on-call or continuous working relations for many state and local jurisdictions throughout the United States. He provides full roundabout designs, partial designs or modifications, evaluations, feasibility studies, safety and capacity audits, roundabout design guidelines assistance, roundabout training, and design reviews with respect to the horizontal and vertical geometric design, signing, striping, lighting, landscaping, grading, and drainage of modern roundabouts.

Mr. Ritchie is also deeply involved with the public education of the modern roundabout, roundabout publications, as well as roundabout training seminars and workshops. Scott has taught many educational roundabout design courses throughout North America, been involved with several roundabout design guides, roundabout committees, and written many roundabout publications for entities such as the Transportation Research Board (TRB), the Institute of Transportation Engineers (ITE), Manual of Uniform Traffic Control Devices (MUTCD), the National Highway Cooperative Research Program (NCHRP), Local Technical Assistance Program (LTAP), the National Roundabout Subcommittee, and various state and local jurisdictions.

Recent Public Appearances / Training / Design Seminars

- Designing & Implementing Roundabouts, ADOT & Others, August, 2007, Scott Ritchie – Prescott, AZ
- Public Education of Modern Roundabouts, Chino Valley, July 2007, Scott Ritchie – Chino Valley, AZ
- Roundabout Design & MnDOT State Guidelines, MnDOT, June, 2007, Scott Ritchie – St. Paul, MN
- Designing & Implementing Roundabouts, WisDOT, March, 2007, Scott Ritchie – Waukesha, WI
- Designing & Implementing Roundabouts, ADOT, November 2006, Scott Ritchie – Phoenix, AZ
- Pedestrian/Bicycle Conference, Pedalars Cycling Club, October 2006, Scott Ritchie – Reno, NV
- NV Bicycle & Pedestrian Conference, NDOT April 2006, Scott Ritchie – South Shore, NV
- Minnesota Roundabouts Conference, MnDOT April 2006, Scott Ritchie – Brooklyn Center, MN
- Public Education of Modern Roundabouts, NDOT March 2006, Scott Ritchie – Carson City, NV
- High Speed Approaches At Roundabouts, NDOT March 2006, Scott Ritchie – Carson City, NV
- Introduction to Roundabout Projects, City of Chico February 2006, Scott Ritchie – Chico, CA
- Designing & Implementing Roundabouts, LADOT October 2005, Scott Ritchie – Los Angeles, CA
- Introduction to Roundabout Projects, City Santa Cruz November 2005, Scott Ritchie – Santa Cruz, CA
- Roundabout Design Workshop for CALTRANS, October 2005, Scott Ritchie – Bishop, CA
- Roundabouts for Public and Local Jurisdictions, August 2005, Scott Ritchie – Goodyear, AZ
- Multilane Roundabout Design TRB National Roundabout Conf., May 2005, Scott Ritchie – Vail, CO
- High Speed Approaches at Rbts TRB National Roundabout Conf., May 2005, Scott Ritchie – Vail, CO
- Roundabout Signing Guide TRB National Roundabout Conf., May 2005, Scott Ritchie – Vail, CO
- Roundabout Design Training Using RODEL & U.K. Methods, May 2005, Scott Ritchie – Denver, CO
- Roundabout Design Seminar 4 for ADOT & Consultants, March 2005, Scott Ritchie – Phoenix, AZ
- Roundabout Design Seminar 3 for ADOT & Consultants, January 2005, Scott Ritchie – Phoenix, AZ
- Roundabout Design Seminar 2 for ADOT & Consultants, October 2005, Scott Ritchie – Phoenix, AZ
- Roundabout Design Seminar 1 for ADOT & Consultants, September 2005, Scott Ritchie – Phoenix, AZ
- Introduction to Roundabout Projects, City of Page August 2005, Scott Ritchie – Page, AZ
- Designing & Implementing Roundabouts 2 for ADOT, August 2005, Scott Ritchie – Phoenix, AZ
- Designing & Implementing Roundabouts 1 for ADOT, July 2005, Scott Ritchie – Phoenix, AZ
- Roundabout Design Workshop, July 2005, Lenters, Ourston, & Scott Ritchie – Avon, CO
- Roundabout Theory and Design with ITE, 2005, Barry Crown – Irvine, CA
- Designing & Implementing Roundabouts, May 2005, Barry Crown & Scott Ritchie– Sacramento, CA
- Roundabouts for Ministry of Transport, 2005, Lenters, Ourston, & Scott Ritchie – British Columbia
- Project Related Roundabout Operations for CALTRANS, 2005, Scott Ritchie – Sacramento, CA
- Roundabout Design Workshop, July 2004, Leif Ourston and Scott Ritchie – Avon, CO
- Advanced Roundabout Design for Engineers, Barry Crown – Denver, CO
- Numerous City Council/Planning Commission Presentations, Scott Ritchie – Throughout United States
- Traffic Engineering Operations, Engineering Professional Programs – Seattle, WA
- Roadway Safety Workshop, ODOT – Corvallis, OR
- Northwest Regional Transportation Conference, TRB – Corvallis, OR

Roundabouts & Traffic Engineering

ROUNDABOUTS & TRAFFIC ENGINEERING

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FIRM BACKGROUND AND CAPABILITIES

Roundabouts & Traffic Engineering (RTE) was formed in 2004 by merging Scott Ritchie Engineering and the Roundabout Engineering Group into one company to provide specialty roundabout and traffic engineering services in all phases of planning, engineering design, and public knowledge. The firm's office resides in Truckee, California where several of the firm's roundabout designs are being implemented and many traffic-engineering services have been completed. RTE offers the expertise and experience needed for modern roundabout operation in the United States as well as an excellent knowledge and familiarity with transportation and traffic issues. Our firm offers a wide range of services from detailed roundabout design to comparative feasibility studies. The goal of the firm is to perform highly competent planning concepts, roundabout designs, innovative traffic engineering solutions, and public educational services within the roundabout specialty and traffic engineering fields.

The President of the firm, Scott Ritchie, P.E., has been involved in the evaluation, design, modification, audit, redesign, and presentation of hundreds of roundabout and transportation projects throughout the United States. As an engineering firm that specializes nearly all of its work in the modern roundabout field, RTE's President has been involved with several roundabout publications, taught many educational roundabout design courses throughout the United States, and is viewed as a leader in the industry capable of handling and conveying expert modern roundabout design theory and practices.

RTE provides specialized roundabout engineering and traffic engineering services to governmental agencies, private companies, and individuals in any field or phase of development. The company takes pride in being able to offer the sensitivity, flexibility, and innovative abilities that small firms can best provide. RTE specializes in roundabout and traffic engineering concepts that require a timely, personal response by experienced professionals. The firm's strength lies in the broad range of experience of its president and its collaborative relationships such as with the United Kingdom's roundabout design expert Barry Crown, the Transportation Research Board, or with the National Roundabout Subcommittee. RTE has successfully joined forces with civil engineering firms, cities, counties, and states to develop many robust roundabout engineering projects and public educational services throughout the United States.

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ROUNDABOUT SERVICES

The development and increasing popularity of the modern roundabout in North America is one of the most exciting recent innovations in the field of traffic engineering. In addition to the dramatic reduction in traffic accidents that roundabouts provide, their installation can generate substantial reductions in delays and associated air emissions, improve intersection capacity and pedestrian travel, and can be a key element in improving the visual quality of roadway corridors and town centers. As a result of these operational, safety, and environmental benefits and growing pubic acceptance, public jurisdictions are increasingly using modern roundabouts. Proper planning and engineering design as well as public involvement and communication of the roundabout option requires a detailed understanding of their operation, design, and implementation. However, as with any design concept, there are correct and incorrect ways in which roundabouts can be designed. In addition, appropriate striping, signing, lighting, and landscaping are principal keys to the success of a roundabout. RTE staff has the experience and knowledge regarding roundabout design and operations necessary to ensure that each facility operates safely and efficiently.

Roundabouts & Traffic Engineering (RTE) offers a variety of planning and design services to develop high-capacity roundabouts at the planning, design, retrofit, or public educational phases of development. Below is a list of major services typically performed by RTE:

- Planning and Conceptual Layout Design of Modern Roundabouts
- Modern Roundabout Capacity and Geometry Analysis with RODEL Software
- Modern Roundabout Safety & Operational Analysis
- Horizontal Geometric Design of Modern Roundabouts
- Vertical Geometric Design of Modern Roundabouts
- Modern Roundabout Signing Design
- Striping Design of Modern Roundabouts
- Lighting Design at Roundabouts
- Landscaping Design Parameters
- Roundabout Design Peer Review Assistance
- Retrofit Design Modifications to Existing Roundabouts
- Pedestrian and Bikeway Design at Roundabouts
- Public Educational Presentations, Seminars, & Workshops
- Roundabout Feasibility Studies & Comparative Analyses
- Modern Roundabout Training Assistance and RODEL Use
- On-Call Roundabout Service to Public Jurisdictions (City, County, & State)
- Roundabout Design Guidelines / Policy Writing and Assistance

PRIORITIZATION OF ROADWAY IMPROVEMENT PROJECTS
BY THE
SURFACE TRANSPORTATION ADVISORY COMMITTEE
2-May-2007

Priority Projects - Town Funded

1. Mud Springs Road Phase 2- Granite Dells Road to Highway 260
2. Phoenix St. - Hwy 87 to Sycamore St.
3. W. Frontier Street - Highway 87 to McLane Road
4. McLane Rd - Airport Rd - Houston Mesa Rd
5. Vista Road - Country Club Drive to Airport Road
6. McLane Rd - Main St. to Green Valley Parkway
7. Granite Dells Rd. - HWY 260 - Mud Springs Rd
8. Goodnow extension between Highway 260 and Bonita Street

Priority Projects - Developer Funded

1. Rumsey Road - HWY 87 to McLane Rd
2. Manzanita Drive - HWY 260 to Evergreen Street
3. Evergreen Street - Easy St. - Manzanita
4. Longhorn Road - Payson Parkway to Green Valley Parkway
5. Green Valley Parkway - Green Valley Park to HWY 87
6. Green Valley Parkway - Green Valley Park to Airport Rd.

Active Projects

1. Mud Springs Road Phase 1- Frontier Elementary School to HWY 260 - *(Under Design-Funding for Phase 1 in 06-07 Budget-$800,000)*
2. St. Phillips - Bonita Street to Frontier - *(Under Design - Planned for Fiscal Year 07-08-$400,000 in HURF Exchange Funds, $290,000 General Fund)*
3. Bonita Street - HWY 87 to St. Phillips - *(Planned for Fiscal Years 09-10 and 10-11 - $768,000 in HURF Exchange Funds)*
4. E. Frontier Street Resurfacing - St. Philips Street to Mud Springs Road - *(Planned for Fiscal Year 07-08 - $51,000 contribution from Tonto Apache Tribe.)*

TOWN OF PAYSON
SURFACE TRANSPORTATION ADVISORY COMMITTEE
MEETING ACTIONS

A. Call to Order

Date & Time: Wednesday, May 2, 2007, 4:00 P.M.
Place: Council Chambers

B. Roll Call:

Committee Members:

Bruce Van Camp, Chair	P
Diana Sexton,	A
Roy Kindrick	P
Gordon Metcalf	P
Ernest Schmidt	P
Tom Loeffler	P
Jack Jasper	A

Staff Present:
LaRon Garrett
Michele Maupin

C. Public Comments: None

D. Member Schmidt **moved** to accept the April 4, 2007 STAC minutes. Member Kindrick **seconds** the motion. **APPROVED; 5 -0**

E. **Status report and update on street projects by the Public Works Engineer or his designee.**
Mr. Garrett stated the Mud Springs phase one project would be advertised Friday. The St. Philips/Bonita project will go out to bid. Longhorn Road is out to bid for rubberized chip seal. Mr. Garrett explained CAAG awarded $400,00 funding to the Town for the year 2012 to apply towards East Phoenix Street between Highway 87 and Sycamore. McLane Road is finished and Meadow is now public right-of-way and will be resurfaced.

F. **Discussion/Possible Action concerning recommending street construction priorities to the Town Council.**
Mr. Garrett explained there is two reasons we had the task force inventory the Town streets, so that the Town had a value for the Federal Government and to see the condition of the roads. Chairman Van Camp introduced Mr. Fran Hoffman and Mr. Bob Gailey, the street task force. Mr. Hoffman explained how he categorized the streets and his charts that rated the pavement condition of residential, collector and arterial streets. He feels the overall condition of the Town streets are in good shape. He explained the focus of his report would

inform the Town which streets will need the most attention and future maintenance. Mr. Garrett explained based on the Monday meeting the Priority Town Funded List was adjusted from seventeen projects to eight. The Members agreed on the changes. Chairman Van Camp and Member Schmidt made a **motion** to accept the new priority list as reviewed and present it to the Council for approval. Member Kindrick **seconded** the motion. **Approved 5-0.**

G. **Discussion/Possible Action concerning a recommendation that the STAC expand its preview to include drainage.**
Chairman Van Camp stated drainage issues go along with street improvements. Chairman Van Camp inquired if contractors or developers can be made aware of the drainage codes before any improvements take place. Mr. Garrett explained contractors do address drainage issues according to Town code and when the Town has a street project, drainage is addressed. The Committee agreed to incorporate drainage issues into the STAC agenda. Chairman Van Camp **motioned** to take a recommendation before the Council for the STAC to preview and properly address drainage within the street right-of-way before construction. Member Metcalf **seconds** the motion. **Approved 5-0.**

H. **Discussion/Possible Action concerning information about walking on the proper side of the road.**
Member Metcalf motioned to wait and discuss this issue when Member Jasper in attendance. All members agreed, and this item will be placed on the next agenda.

I. **Discussion/Possible Action concerning traffic flow for Colcord Road, Frontier Street and Main Street Area.**
Mr. Garrett suggested the Committee still try to make Frontier a two-way street with a right only onto the Highway 87. Mr. Garrett will schedule a public hearing, with time permitting, before the next STAC meeting. The Committee discussed this item and agreed to add this to the next agenda.

J. **Discussion/Action concerning the Town's proposed Traffic Calming Manual.**
Mr. Garrett suggested expanding the speed hump policy to include some different speed control options. Mr. Garrett offered to modify the policy and discuss at the next STAC meeting. Chairman Van Camp suggests changing the "Speed Hump Policy" to "Traffic Calming Manual". For traffic and speeding issues, Member Loeffler suggests the Town take the initiative and go to the neighborhoods instead of the neighborhoods coming to the Town. Mr. Garrett will incorporate these ideas into the policy and let the Committee review at the next meeting. The Committee agreed to add this item to the June agenda.

K. **Discussion/Possible Action concerning the alley on the east side of Highway 87 between Aero and Main Street.**
Mr. Garrett stated the Town does not own this dirt alley. The Committee discussed how the Town could acquire this alley and maintain it. Member Metcalf **motioned** to inform the property owners around the area of a public

meeting by sending letters and posting public signs. The public would be invited to the next STAC meeting to discuss possible options. Member Schmidt **seconded** the motion. **Approved 5-0.**

L. **Discussion/Possible Action concerning items to be placed on the next agenda.** The items to be placed on the next agenda are; walking on proper side of road, traffic flow for Colcord, Frontier and Main, traffic calming manual, and the alley on the east side of Highway 87. Member Loeffler added discussing a round-a-bout on Highway 87 and Airport Road with a recommendation to the Council. Mr. Garrett suggested we go back to Item E and address this issue. Mr. Garrett stated that ADOT is already working on this issue. The Committee discussed this and Mr. Garrett will inform the Committee when the Council will discuss this issue again.

M. Chairman Van Camp **motioned** for adjournment, Member Schmidt **second**. The meeting was adjourned at approximately 5:20 p.m.

TOWN OF PAYSON
TOWN COUNCIL MEETING
MINUTES OF THE REGULAR MEETING
May 17, 2007

CALL TO ORDER

Mayor Edwards called the meeting to order at approximately 5:30 p.m. in the Town Hall Council Chambers, 303 North Beeline Highway, Payson, Arizona.

INVOCATION

Charles Proudfoot Community Presbyterian Church

PLEDGE OF ALLEGIANCE

PRESENT: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.

ABSENT: Council Member Andy Romance, and Council Member Mike Vogel.

STAFF PRESENT: Fred Carpenter, Town Manager, Sam Streichman, Town Attorney, Glenn Smith, Chief Fiscal Officer, Colin Walker, Public Works Director, LaRon Garrett, Public Works Engineer, Jerry Owen, Community Development Director, and Martin deMasi, Fire Chief.

OTHERS PRESENT: Tessie Flores, Deputy Town Clerk, Tracie Bailey, Deputy Town Clerk, Tim Wright, Deputy Town Attorney, Commander Don Engler

A. PUBLIC COMMENTS

Lew Levenson asked the Council to issue a proclamation in support of House Rsolution 808.

B. CONSENT AGENDA Items listed on the agenda with an asterisk which are considered to be routine in nature and which will be enacted by one motion. No separate discussion of these items shall be held unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and will be considered in its normal sequence on the main agenda.

Motion: to approve the Consent Agenda.
Moved by Council Member John Wilson, seconded by Council Member Susan Connell.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.
Absent: Council Member Andy Romance, and Council Member Mike Vogel.

C. CURRENT EVENTS PRESENTATION BY THE TOWN MANAGER,

MAYOR, AND/OR COUNCIL MEMBER

Fred Carpenter, Town Manager, announced that May 22nd is the first budget meeting. Applications are available for the Citizens Leadership Academy. The deadline to submit applications is July 31st. Classes start August 21st. Paving of Meadow Street from Frontier to Main Street is scheduled for the week of May 21st. Police Chief finalists have been chosen. May 31st from 6:00 p.m. to 9:00 p.m. roundtable sessions will be held at Frontier Elementary School.

Mayor Edwards announced the Gary Hardt Memorial parade on Saturday.

D. CEREMONIAL; ANNOUNCEMENTS; PRESENTATIONS; INTRODUCTIONS

1. Comments, Commendations, and Presentations by Mayor, Council Members, and/or Town Staff.

Vice-Mayor Fruth announced the High School graduation next Thursday.

2. **Proclamation.** Vice-Mayor Fruth read into the record a Proclamation declaring May 19, 2007 as Payson Aero Fair Day. Beth Myers and Nancy Ward, Aero Fair Committee Members, were present to accept the proclamation.

3. **Proclamation.** Council Member Wilson read into the record a Proclamation declaring May 24, 25, and 26, 2007 as Buddy Poppy Days. Members of the local VFW were present to accept the proclamation.

4. **Presentation** and discussion/possible action concerning the Street Inventory/Assessment Task Force, "A Rural Western Town--A Paradigm Shift."

   Fran Hoffman, Task Force Leader, presented the slide show.

   At approximately 5:50 p.m. the Incident Management Team gave an update on the Promontory Fire.

E. MINUTES

1. *** Council Meeting Minutes**:
   04-05-07 Regular Meeting Pages 1-12
   04-19-07 Regular Meeting Pages 1-10
   05-01-07 Special Meeting Pages 1-2
   ***CONSENT* APPROVAL**

   BOARDS/COMMISSIONS MEETING MINUTES (Note: Minutes of various boards/commissions/committees are for Council information only and may or may not have been approved by the respective board/commission.

2. *** Building Advisory Board Minutes**:
   04-10-07 Regular Meeting Pages 406-407

CONSENT

Mayor Edwards moved Item I.7 up on the Agenda.

I.7. Council Decision Request filed by LaRon Garrett, Town Engineer, to approve the Priority List for Street Construction/Reconstruction as recommended by the Surface Transportation Advisory Committee.

Motion: to approve the Council Decision Request filed by LaRon Garrett, Town Engineer, to approve the Priority List for Street Construction/Reconstruction as recommended by the Surface Transportation Advisory Committee.
Moved by Council Member Ed Blair, seconded by Council Member John Wilson.

Bruce Van Camp supported the street priority list for street construction and believed the Council should also look at drainage.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member Susan "Su" Connell, and Council Member John Wilson.
Absent: Council Member, Andy Romance, and Council Member, Mike Vogel.

Mayor Edwards moved Item I.9 up on the Agenda.

I.9. Discussion/possible action concerning the fence and tarp on the property on North McLane Road previously referred to as Mogollon Ridge.

Motion: to approve directing theTown Attorney to create a resolution stating that the Council opposes the orange tarp fence on McLane Road.
Moved by Council Member Ed Blair, seconded by Council Member John Wilson.

Barbara Gooch spoke in opposition of the orange fence on North McLane Road.

Following further discussion Council Member Blair amended the motion to direct staff to investigate the ordinance regarding fencing and make a recommendation to Council.

Following some discussion Council Member Blair amended the motion to not create a resolution but to go on record stating the Council opposes the orange fence.

Following considerable discussion Council Member Blair withdrew his motion. Mayor Edwards made the following substitute motion.

Motion: to approve to direct staff to look at the current code and determine what can be done with fencing.
Moved by Mayor Bob Edwards, seconded by Council Member John Wilson.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.

Absent: Council Member Andy Romance, and Council Member Mike Vogel.

F. HEARINGS AND APPEALS

1. **Public Hearing.** Mayor Edwards opened the Public Hearing concerning an application for a Special Event Liquor License filed by Judy A. Baker, agent, Mogollon Health Alliance, for the Gracie Lee Haught Memorial Roping event on Saturday, August 11, 2007, 8:00 a.m. to 11:00 p.m. at 1400 South Beeline, Payson, Arizona. This is was Public Hearing.

   There were no public comments. Mayor Edwards closed the Public Hearing.

   Motion: to Approve an application for a Special Event Liquor License filed by Judy A. Baker, agent, Mogollon Health Alliance, for the Gracie Lee Haught Memorial Roping event on Saturday, August 11, 2007, 8:00 a.m. to 11:00 p.m. at 1400 South Beeline, Payson, Arizona.
   Moved by Vice-Mayor Tim Fruth, seconded by Council Member John Wilson.

   Vote: Motion carried 5 - 0

   Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.
   Absent: Council Member Andy Romance, and Council Member Mike Vogel.

2. **Public Heaing.** Mayor Edwards opened the Public Hearing to adopt the attached Notice of Intention to Increase Water Development Fees and to direct Town staff to 1.) Cause the Notice of Intention to be published on March 9, 2007; 2.) Schedule the public hearing on the Notice of Intention for May 17, 2007; and 3.) Make the Economist.com report and the Notice of Intention available for public review at the Clerk's Office. This was a Public Hearing.

   There were no public comments. The Mayor closed the Public Hearing.

   The Council took no action on this item.

G. RESOLUTIONS AND ORDINANCES

1. * As Council, staff, and the audience have the titles to all resolutions and ordinances, authorization to forego verbal title readings.
   ***CONSENT* APPROVED**

2. **Resolution No. 2272**. Mayor Edwards opened discussion/possible action concerning Resolution No. 2272, captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING PORTIONS OF CHAPTER 152 (GRADING AND DRAINAGE) OF THE CODE OF THE TOWN OF PAYSON, AND DECLARING SUCH AMENDMENT TO BE A PUBLIC RECORD (AMENDMENTS TO DRAINAGE REQUIREMENTS).

   Mayor Edwards noted that Ordinance No. 714 would be discussed with

Resolution No. 2272. The Mayor opened the Second Reading and Public Hearing for Ordinance No. 714.

3. Second Reading and Public Hearing concerning Ordinance No. 714, captioned as follows: AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING PORTIONS OF SECTION 152 OF THE CODE OF THE TOWN OF PAYSON AND ADOPTING SUCH AMENDMENTS BY REFERENCE (AMENDMENTS TO DRAINAGE REQUIREMENTS). Second Reading and Public Hearing.

There were no public comments and the Mayor closed the Second Reading and Public Hearing.

Motion: to Approve Resolution No. 2272 and Ordinance No. 714 , captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING PORTIONS OF CHAPTER 152 (GRADING AND DRAINAGE) OF THE CODE OF THE TOWN OF PAYSON, AND DECLARING SUCH AMENDMENT TO BE A PUBLIC RECORD (AMENDMENTS TO DRAINAGE REQUIREMENTS) and Ordinance No. 717 captioned as follows: AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING PORTIONS OF SECTION 152 OF THE CODE OF THE TOWN OF PAYSON AND ADOPTING SUCH AMENDMENTS BY REFERENCE (AMENDMENTS TO DRAINAGE REQUIREMENTS).
Moved by Vice-Mayor Tim Fruth, seconded by Council Member John Wilson.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.
Absent: Council Member Andy Romance, and Council Member Mike Vogel.

4. **Resolution No. 2275**. Mayor Edwards opened discussion/possible action concerning Resolution No. 2275, captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN E-GOV SOFTWARE AGREEMENT AND ADDENDUM NO. 1 THERETO WITH ELECTRONIC COMMERCE LINK, INC.

Motion: to Approve Resolution No. 2275, captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN E-GOV SOFTWARE AGREEMENT AND ADDENDUM NO. 1 THERETO WITH ELECTRONIC COMMERCE LINK, INC.
Moved by Vice-Mayor Tim Fruth, seconded by Council Member John Wilson.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell. Absent: Council Member Andy Romance, and Council Member Mike Vogel.

5. * **Resolution No. 2276**. Council approved, on the Consent Agenda, Resolution No. 2276, captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR LAW ENFORCEMENT SERVICES BETWEEN THE TOWN OF PAYSON AND THE TOWN OF STAR VALLEY.
***CONSENT* APPROVED**

6. **Ordinance No. 717**. Mayor Edwards opened the First Reading and Public Hearing concerning Ordinance No. 717, captioned as follows: AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING SECTION 15-07-002.H OF CHAPTER 154 OF THE CODE OF THE TOWN OF PAYSON (THE UNIFIED DEVELOPMENT CODE) RELATING TO HILLSIDE GRADING REQUIREMENTS. First Reading and PublicHearing. (Note: Resolution Number 2278 is for information only.)

There were no public comments. Mayor Edwards closed the First Reading and Public Hearing.

H. UNFINISHED BUSINESS

1. **Council Decision Request** filed by LaRon G. Garrett, Town Engineer, to award the contract for the rubberized chip seal on Longhorn Road from Highway 87 to McLane Road to International Surfacing Systems and authorize the Mayor to sign all necessary contract documents.

Motion: to Approve awarding the contract for the rubberized chip seal on Longhorn Road from Highway 87 to McLane Road to International Surfacing Systems and authorize the Mayor to sign all necessary contract documents.
Moved by Council Member Susan Connell, seconded by Council Member John Wilson.

Vote: Motion carried 7 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, Council Member Susan Connell, Council Member Andy Romance, and Council Member Mike Vogel.

I. NEW BUSINESS

1. **Council Decision Request** filed by Commander Donald B. Engler to authorize the Payson Police Department to purchase (2) 2007 Ford Crown

Victoria Police Package vehicles utilizing the GSA AutoChoice vehicle purchase program. The total purchase price per vehicle is $21,010.02. I further move to authorize the purchasing and installation of the necessary specialty police equipment in an amount up to $6,000.00 per vehicle. The total expense associated with this purchase is $54,020.04.

Motion: to Approve authorizing the Payson Police Department to purchase (2) 2007 Ford Crown Victoria Police Package vehicles utilizing the GSA AutoChoice vehicle purchase program. The total purchase price per vehicle is $21,010.02. I further move to authorize the purchasing and installation of the necessary specialty police equipment in an amount up to $6,000.00 per vehicle. The total expense associated with this purchase is $54,020.04.
Moved by Council Member Ed Blair, seconded by Council Member Susan Connell.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.
Absent: Council Member Andy Romance, and Council Member Mike Vogel.

2. **Council Decision Request** filed by LaRon G. Garrett, Town Engineer, to direct staff to install two Stop Signs at the intersection of Elk Ridge Drive and Phoenix Street to make the intersection a 4-Way Stop.

Roger Freeman, representing concerned citizens in the neighborhood, spoke in support of installing the stop signs.

Motion: to Approve directing staff to install two Stop Signs at the intersection of Elk Ridge Drive and Phoenix Street to make the intersection a 4-Way Stop.
Moved by Council Member John Wilson, seconded by Council Member Ed Blair.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.
Absent: Council Member Andy Romance, and Council Member Mike Vogel.

3. **Council Decision Request** filed by Buzz Walker, Water Superintendent, to authorize the purchase of a steel storage building material package from Bunger Steel in an amount not to exceed $18,294.00, and to allocate the cost to the Water Enterprise Fund.

Motion: to Approve authorizing the purchase of a steel storage building material package from Bunger Steel in an amount not to exceed $18,294.00, and to allocate the cost to the Water Enterprise Fund.
Moved by Council Member John Wilson, seconded by Council Member Ed Blair.

Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell. Absent: Council Member Andy Romance, and Council Member Mike Vogel.

4. **Council Decision Request** filed by Martin deMasi, Fire Chief, to approve the expenditure of $36,214.00 for the installation of a vehicle exhaust system in Fire Station 11.

   Motion: to Approve the expenditure of $36,214.00 for the installation of a vehicle exhaust system in Fire Station 11.
   Moved by Council Member John Wilson, seconded by Council Member Susan Connell.

   Vote: Motion carried 5 - 0

   Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell. Absent: Council Member Andy Romance, and Council Member Mike Vogel.

5. **Council Decision Request** filed by Martin deMasi, Fire Chief, to approve the expenditure of $48,100.00 for the installation of a fire sprinkler system in fire Station 11.

   Motion: to Approve the expenditure of $48,100.00 for the installation of a fire sprinkler system in fire Station 11.
   Moved by Council Member Susan Connell, seconded by Council Member John Wilson.

   Vote: Motion carried 5 - 0

   Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell. Absent: Council Member Andy Romance, and Council Member Mike Vogel.

6. **Council Decision Request** filed by Jerry Owen, Community Development Director, to approve the Chilson Ranch Preliminary Plat subject to the conditions recommended by Planning and Zoning Commission.

   Robin Interpreter, representing the Tonto Apache Tribe, opposed a road being connected to Green Valley Parkway.

   David Kurts expressed concerns about connecting a road to Green Valley Parkway.

   Motion: to Approve the Chilson Ranch Preliminary Plat subject to the conditions recommended by Planning and Zoning Commission.
   Moved by Council Member John Wilson, seconded by Council Member Susan Connell.

   Vote: Motion carried 5 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member Ed Blair, Council Member John Wilson, and Council Member Susan Connell.
Absent: Council Member Andy Romance, and Council Member Mike Vogel.

8. **Council Decision Request** filed by LaRon Garrett, Town Engineer, to direct staff to prepare a Resolution of Intention to create the American Gulch Improvement District.

Motion: to Approve directing staff to prepare a Resolution of Intention to create the American Gulch Improvement District.
Moved by Council Member John Wilson, seconded by Mayor Bob Edwards.

Paul Messenger spoke in support of this project.

Ken and Brenda Mooney felt this project would be a burden to some businesses. They were willing to donate Bootleg alley to the Town.

Council Member Blair left the meeting at approximately 7:38 p.m.

Robin Interpreter, representing the Tonto Apache Tribe, opposed this project.

Motion: to Approve directing staff to prepare a Resolution of Intention to create the American Gulch Improvement District.
Moved by Vice-Mayor Tim Fruth, seconded by Council Member John Wilson.

Steve Christiansen felt this was a good project, but was concerned about the cost/benefit ratio. Mr. Christiansen asked the Town to pay for properties that do not have the money.

Paul Messenger felt there was development value.

David Kurts believed it was premature to activate the resolution of intention.

Hallie Overman believed they had to get to the point where the entire cost can be figured.

Mayor Edwards directed staff to find the exact location of the flood plain, look at the cost to the people and look into finding a way to help the people with the costs.

Vote: Motion carried 4 - 0

Yes: Mayor Bob Edwards, Vice-Mayor Tim Fruth, Council Member John Wilson, and Council Member Susan Connell.
Absent: Council Member Ed Blair, Council Member Andy Romance, and Council Member Mike Vogel.

J. CLAIMS

1. * **List of checks.** Council approved, on the Consent Agenda, a list of checks paid from 04-09-07 through 04-30-07, Check Nos. 41348 through

41733, except Check No. 41719, and authorization to file the checks for audit.
***CONSENT* APPROVED**

2. *** Check No. 41719.** Council approved, on the Consent Agenda, check no. 41719, paid 04-27-07, and authorization to file the check for audit. (Note: due to a perceived and/or conflict of interest, Clmn. Vogel will be considered to have abstained from voting on this item.)
***CONSENT* APPROVED**

K. MISCELLANEOUS

1. There were no items for this section.

L. PUBLIC COMMENTS

1. There were no public comments.

ADJOURNMENT

Mayor Edwards adjourned the meeting at approximately 8:17 p.m.

_____Date:_____

Bob Edwards, Mayor

ATTEST:

_____

Silvia Smith, Town Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Payson held on this day the 17 of May, 2007. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this ____day of _____, 2007.

_____

Tessie Flores, Deputy Town Clerk