

**TOWN OF PAYSON
TOWN COUNCIL MEETING
MINUTES OF THE SPECIAL MEETING
March 15, 2011**

CALL TO ORDER

Vice-Mayor Hughes called meeting to order at approximately 4:00 p.m. in the Town Hall Council Chambers, 303 N. Beeline Highway, Payson, Arizona. Mayor Evans joined the meeting at 4:02 p.m.

PLEDGE OF ALLEGIANCE

PRESENT: Mayor Kenny Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Memeber Fred Carpenter, Council Member Su Connell, Council Member Richard Croy, and Council Member John Wilson.

STAFF PRESENT: Debra Galbraith - Town Manager, Don Engler - Police Chief, Marty deMasi - Fire Chief, Silvia Smith - Town Clerk, LaRon Garrett - Public Works Director, Terry Morris - Library Director, Cameron Davis - Parks, Recreation & Tourism Director, and Tim Wright - Town Attorney.

OTHERS PRESENT: Gaye Stidham - Deputy Town Clerk, Hope Cribb - Finance Manager, Ray Erlandsen - Community Development Director, Tomi Huddlestun - Human Resources Manager, Nelson Beck - Parks Supervisor, Colin P. Walker - Water Superintendent, Mike Vogel - Economic Development.

PURPOSE OF MEETING

1. Review Status of FY 2010/2011 Corporate Strategic Plan
2. Review FY 2011/2012 Draft Corporate Strategic Plan: Additions, Revisions and Deletions

Vice-Mayor Hughes introduced Hope Cribb, Finance Manager, who would present the draft 2011/2012 CSP. He then handed the gavel to Mayor Evans. Mayor Evans asked Ms. Cribb to read the titles of each category and allow questions from the Council on each.

KRA 1 - Communications

The Council and staff discussed the Objectives and Chart of Intended Outcomes. The last Outcome, "Number of Projects with Citizen Involvement", raised questions from the Council. Mayor Evans listed a number of projects that involved citizen participation this last year, including the Boy Scout project at Highway 260 and Highway 87, volunteers at the Natural Bridge and the Payson Area Food Drive. These are projects that the Council had said need to go forward and departments need to track citizen involvement. Manager Galbraith suggested leaving the Intended Outcome in the CSP and list the number of people involved. It was decided by consensus from the Council to estimate 12 projects for the coming fiscal year. Council Member Wilson also noted the help to the Community Development Department in cleaning up unsightly property by service groups in Payson.

KRA 2 - Water Resource Management

Mr. Walker, Water Superintendent, and the Council discussed the Objectives and Intended Outcomes. It was agreed to add the acquisition of land through the Townsite Act for the Water Treatment Plant under Objective 4.

Mr. Walker explained that most people and businesses that needed help have already been helped with water saving device installation so that number is lower than in previous years. Vice-Mayor Hughes said, with the increase in bank owned properties that have deteriorated and need rehabilitation, that number may go up again.

KRA 3 - Environmental Protection

Mr. Walker explained that the Town is committed to promote the efforts of others in recycling. Mike Vogel told the Council about the glass and plastic recycling that is done by Waste Management. They are sorting and taking it to recycling centers in the Valley.

In relation to Firewise Communities, Chief deMasi explained that no new designated firewise communities (neighborhoods) were completed but firewise efforts and assessments continue.

Council, by consensus, agreed to change the wording to Outcome four to read "acres treated" rather than "acres cleared". Mr. Garrett explained he would report the acres of property treated for noxious weeds for the CSP. Since it will take a number of years to take care of the 41 acres at the Event Center alone, 35 acres was a good goal.

Council also agreed by consensus to remove (See KRA 5: Objective 3) from Objective 4.

KRA 4 - Community Development

Council Member Wilson suggested soliciting volunteer organizations to help with Objective 1 - "Reduce the Number of Unsightly Properties".

Council discussed Objective 2 - "Increase Availability of Workforce Housing". Mr. Erlandsen explained this was in the CSP partly because of a previous administration's desire to have contractors contribute to affordable housing. Mayor Evans pointed out that our contributions to Habitat for Humanity would fall under this objective. Encouraging apartment development in Town is another. Vice-Mayor Hughes suggested, because of the change in economy, market and federal programs, affordable housing might be addressed through other avenues, perhaps changing "implement" to "monitor". Council discussed the Affordable Housing Plan and the need for capital to implement. This plan did not look to the private sector but to government for funding. Mr. Erlandsen pointed out Outcome three "Number of Developers Encouraged to Have Workforce Housing" indicating developer participation was part of the plan. Manager Galbraith asked if the Council would like to re-evaluate the plan before implementation. It was the consensus of the Council to review and revise the workforce housing plan. A percentage of completion is a component to this Objective.

Council Member Carpenter asked if the beautification plan for Highways 260 and 87 was incorporated in this Objective. Mr. Erlandsen explained that, yes, it was but there was not funding for it. Mayor Evans pointed out that the work of the Boy Scouts in beautifying the corner contributed to this Objective. Council Member Blair wanted Council to review the

plan. Mayor Evans noted that part of that plan included the kind and number of signs. There was success with that this year too. Mr. Erlandsen said that a 2% completion of the plan would be appropriate.

Ms. Cribb asked what the Council wanted to add for language under Objective 1. Mayor Evans suggested and the Council concurred to add "solicit volunteer organizations to assist with the cleanup of unsightly properties."

Manager Galbraith said that staff would provide the numbers for outcomes and goals for workforce housing.

KRA #5 - Transportation and Drainage

Under Objective 1, Mayor Evans noted that handling traffic and traffic flow has more to do with intersections than streets themselves. Mr. Garrett agreed that traffic volumes include streets, intersections and control devices.

It was the consensus of the Council to replace Objective 3 with the proposed language. Council Member Connell would like to see the actual names of acronyms more apparent.

Council approved by consensus adding Objectives 4 and 5. Council Member Carpenter suggested changing the word "much" to "many" in Objective 5 - #1.

Since new sidewalks are mostly a part of new construction and there was not any significant construction at the time, Council removed by consensus Outcome four. The FY11/12, FY12/13 and FY13/14 number of feet improved, Outcome one, would also be changed to 100 feet rather than 5,000.

KRA 6 - Parks and Recreation

Council, by consensus, approved the addition to Objective 2, #2, and the addition of Objective 3.

Mayor Evans noted that park acreage might increase with areas around the proposed ASU campus.

By consensus, Council approved changing the FY12/13 goal for Outcome "Park Acreage Increase" to 15 acres for FY12/13 and FY13/14 to 20 acres.

Mayor Evans asked if it was realistic to set a goal of having events at the Event Center four out of every five weeks. Mr. Davis said that he likes the goals out there but that 30, including equestrian events, might be more attainable.

KRA 7 - Fire Protection and Emergency Medical Services

Council discussed Objective 1, #4, concerning the changes recommended. Mayor Evans suggested "implementing a fire hydrant installation plan in areas with adequate water supplies" and adding another item to Objective 1, "work with the Water Enterprise Fund to extend and replace substandard water mains." The Council, by consensus, approved the rewording and keeping the Outcome objective to be 450 hydrants a year.

Objective 1, #6, removed building Fire Station #13 as it is finished. Manager Galbraith explained that staffing funds had not been determined. Mayor Evans believed that a goal to have the funding in place for half of the next fiscal year seemed reasonable. By consensus of the Council, "Building Station #13" was removed and "Staffing Station #13" was added, with an Outcome of a 50% staffing goal in FY 2011/2012.

Council reviewed the verbiage changes and additions to Objective 2. Chief deMasi explained the Fire Prevention Specialist would be an internal certification of existing personnel. By consensus, Council approved these changes and additions.

KRA 8 - Police Department

It was noted that Objective #3 was added. Council discussed this Objective, and by consensus, agreed it should read "Develop a plan to construct an addition to the Police building." The addition will be for much needed evidence storage and added to the CIP list for future projects. The construction outcome goal would be 10% in FY2011/2012.

Chief Engler asked that Outcome three, Technology Plan, be included with outcome one, Master Plan. Council by consensus agreed.

KRA 9 - Organizational Development

Council discussed KRA 9. Manager Galbraith explained that we are in the process now of implementing Objective 4. The employee survey had a tremendous response and indicated some challenges that need work. She is working now to get a group of employees to participate in a cross functional, cross departmental group to address these challenges.

KRA 10 - Airport

Mr. Garrett explaining the addition of Objective 3 said that a B-II airport is an FAA classification covering weight ranges of aircraft and wingspan. We are half way between a B-I and B-II. Relocation of the taxiway would take us to the B-II designation. Manager Galbraith explained the FAA looks at the Payson Airport as a B-II event without that classification because B-II aircraft use the airport. These designations are laid out in the Airport Capital Improvement Plan.

Mr. Garrett said the Outcome, "Master Plan Completed", can be removed as that has been accomplished.

Council, by consensus, approved these changes.

KRA 11 - Library Services

Terry Morris, Library Director, discussed with Council the possibilities with expansion plans. First on the itinerary would be review by the architect and public input. This would update the plan and then they could begin a cost analysis.

Council Member Carpenter asked what it would take to become 100% wi-fi. Ms. Morris explained that the IT Director is working now on upgrading wi-fi capabilities to help handle the personal laptops that are brought to the library. They also have 10 library

laptops that require wi-fi services.

Mayor Evans suggested that the benefactor of the proposed internet node being brought to Town be contacted for help with Library access also. They are working with the school system and the Library is also extensively used by school age children. Ms. Morris said she would look into that.

KRA 12 - Economic Development

Mike Vogel, Economic Development, explained the endeavors to help current businesses to expand or relocate. Prospective businesses are brought into a network of real estate companies that help them find the right building for their business. If a business is not a good fit for Payson, Mr. Vogel has referred them to Gila County, Flagstaff, Prescott, Prescott Valley and Fountain Hills.

Mayor Evans explained that this is not the same as an economic development corporation. No discounts or financial incentives are offered, but a culture that is business friendly.

Council Member Connell asked the difference between Objectives 1 and 2. Mr. Vogel responded saying that some of the current businesses need encouragement to be open during their posted hours or meet with Town staff to give them suggestions.

Council, by consensus, approved KRA 12 as written.

KRA 13 - Tourism & Economic Vitality

After discussion with the Council, Cameron Davis, Parks, Recreation and Tourism Director, agreed to combine Objective 2, item #10 with item #3, and remove item #10 from Objective 2. He also suggested moving Outcome one, "Businesses in the Main Street Program", and Outcome two, "Increased parking spaces available", to Community Development since the Main Street program is served under the Community Development Department.

Mayor Evans explained that the Main Street Program, as it was, may well become a modified business program. It fits better under Community Development.

Outcome three, "New Events Introduced" was added.

Council, by consensus, approved these changes to KRA 13.

KRA 14 - Parks

Nelson Beck, Parks Supervisor, explained the additions to KRA 14. These are the result of reorganization in the approach to facilities by him and Mr. Garrett. It made more sense to break out the specific physical infrastructure so the needs can be more easily seen. He said the objective is to maintain safe facilities with projects that are smaller.

Mayor Evans asked if the soccer and baseball fields were in Mr. Beck's domain. Mr. Beck replied they were and continued to explain the need to replace the artificial turf. He said the reality is that the sustainability of artificial turf is coming into question. In order to replace those fields, we would need \$120,000 invested per year. They may need to take a

different approach with more water available now.

Mayor Evans said there is the prospect that a time will come in the early years of the C.C. Cragin project that significant water will need to be put back into the ground. Irrigation, well done, may save money in the end. Mayor Evans also suggested reviewing the need for an East Payson park site with the recreational facilities of Frontier Elementary not being available. Perhaps Mr. Beck could work with the school district to keep the recreation portion of the school available. Mr. Beck said he would look into that possibility.

Mayor Evans asked if there was a component for Parks Impact Fees to fund repairs of parks facilities. Manager Galbraith explained that now the impact fees go to pay debt service on the ball fields artificial turf and that impact fees pay for new projects only. She suggesting modifying Objective 1 with ideas brought forth by Council during this discussion.

It was the consensus of the Council to approve KRA 14 with Manager Galbraith making modifications.

ADJOURNMENT

Mayor Evans adjourned the meeting at approximately 6:36 p.m.

APPROVED:

_____ Date: _____

Kenny J. Evans, 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 special meeting of the Town Council of the Town of Payson held on this day the 15 of March, 2011. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this ____ day of _____, 2011.

Gaye Stidham, Deputy Town Clerk