

**TOWN OF PAYSON  
TOWN COUNCIL MEETING  
MINUTES OF THE SPECIAL MEETING  
March 6, 2012**

**CALL TO ORDER**

Mayor Evans called the special meeting to order at approximately 4:00 p.m. in the Town Hall Council Chambers, 303 North Beeline Highway, Payson, Arizona.

**PLEDGE OF ALLEGIANCE**

**PRESENT:** Mayor Kenny Evans, Vice - Mayor Michael Hughes, Council Member Fred Carpenter, Council Member Su Connell, Council Member Rick Croy, and Council Member John Wilson.

**ABSENT:** Council Member Ed Blair.

**STAFF PRESENT:** Debra Galbraith - Town Manager, Tim Wright - Town Attorney, LaRon Garrett - Assistant Town Manager, Don Engler - Police Chief, Silvia Smith - Town Clerk, and Cameron Davis - Parks, Recreation & Tourism Director.

**OTHERS PRESENT:** Gaye Stidham - Deputy Town Clerk, Hope Cribb - Finance Manager, Tammy Enlow - Budget Analyst, Colin P. Walker - Water Superintendent, Tomi Huddleston - Human Resource Manager, Nelson Beck - Parks Supervisor.

**PURPOSE OF MEETING:**

Discussion/possible action concerning Town's 2012/2013 Capital Improvement Plan.

Hope Cribb, Finance Manager, gave a power point presentation (attached) concerning capital improvements for 2012. Each Department reviewed their current projects, future projects and equipment requests.

Fire Chief deMasi explained the projects making up the budget projections for the Fire Department were lightning protection at Station #13 and the completion of crew quarters at Station 11. So far applications for grant funding for these projects have been unsuccessful, but they will continue to apply for them.

Fire Chief deMasi explained that vehicle replacements indicated on Page 22 of the presentation for the Fire Department consisted of two staff vehicle replacements. They would replace vehicles that currently are beyond their 10 year replacement program. He believed there was a possibility of stretching the use of one of those vehicles another year, but the second had to be replaced. Fire Chief deMasi said they could keep one of the vehicles if replaced and use it for other purposes, but others would be sold at surplus. There is a potential source in military surplus to obtain these vehicles.

Chief deMasi said that grant funds are being pursued to replace Cardiac Monitors/Defibrillators.

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LaRon Garrett, Assistant Town Manager, explained the first item on the Streets list was not intended to be in this year but in future years.

Nelson Beck, Parks Supervisor, explained the artificial turf on the ball fields is past its wear projection and needs replacing. Replacing with more artificial turf is safe and requires less man hours and water to maintain, but natural turf is 1/3 to 1/2 the initial cost.

The irrigation pump at Green Valley Park needs refurbishing during the winter so that park turf is not destroyed.

Cameron Davis, Parks, Recreation and Tourism Manager, noted the Master Plan was the visionary document that will need to be done in the future. Manager Galbraith explained that the COPS debt service was nearing its completion and some money from impact fees could go toward parks projects if there was a plan ready to go.

Mr. Davis said the Recreation Building Project remained as a place holder to begin to think about how to build a multi-generational facility. In his opinion, the best possible place would be Rumsey Park. It's proximity to ball fields and other facilities make it ideal. Ms. Galbraith added that the funding, location, building costs, revenue stream and the cost to run all need fleshing out. It has been on the Future Projects list for some time.

Manager Galbraith explained that Airport projects continue for the future as the Town works closely with the FAA. She said it was important that project schedules need to be aligned with FAA schedules.

Buzz Walker, Water Superintendent, described the capital improvements listed for the Water Department. The C.C. Cragin pipeline improvement amount should be increased by \$2 million this year since the project may be accelerated. 2012/2013 allotment would be \$7,500,000.

The Airport Sewer ID project is completed and should be zeroed out and not listed.

Under Future Projects, Mr. Walker explained that SCADA updates are the continued purchases of technology. The replacement of existing fire hydrants is covered under operational costs, but there is a program to provide hydrants to where people are building houses without the cost being required of the homeowner themselves.

Police Chief Don Engler described the Future Projects for the Police Department. He said that the security upgrade for the back parking lot of the Department was a priority.

Vehicle replacement for the Police Department includes three vehicles. Currently 40% of the Department's fleet has 100,000 miles or more on each vehicles.

The radio upgrade listed is Phase 2. Phase 3 would replace radios in the vehicle consoles.

LaRon Garrett, Assistant Town Engineer, reviewed the need for heavy equipment replacements explaining the cost would be more like \$200,000. He said the need to begin a fund for these replacements is now. The crack seal machine is in need of replacement soon. It is 12 years old and heavily used.

Hope Cribb, Finance Manager, reviewed the general government needs. The two vans in Administration need to be replaced. Hopefully they can be replaced with something more fuel efficient.

The Finance software upgrade was last year but the complete install will be next year. Continued upgrades to the system are in the budget. The Information Technology budget includes server upgrades for this system.

She reported that monthly financial statements will look a little different in the future. She asked the Council to give their comments.

Manager Galbraith explained the budget would reflect what was presented with the corrections noted. She said they would add funding sources in the budget. Manager Galbraith said that not all of these projects would be from the General Fund but from different funds.

## **ADJOURNMENT**

Mayor Evans adjourned the meeting at approximately 5:27 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 7 of March, 2012. I further certify that the meeting was duly called and held and that a quorum was present.

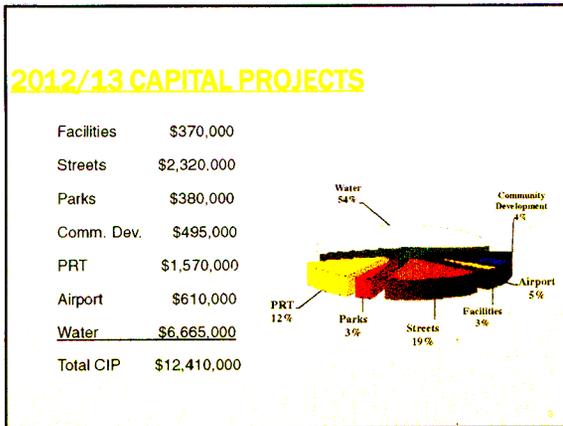
DATED this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_

Gaye Stidham, Deputy Town Clerk

**SPECIAL COUNCIL MEETING**  
**MARCH 6, 2012**  
 Capital Improvements

- CAPITAL PROJECTS**
- \* Review Requests from the Departments for FY 2012-13 Capital Improvements and Machinery & Equipment
  - \* Discussion and Recommendations
  - \* Give direction for budgeting
  - \* Special Council Meeting April 3, 2012 to review CSP



**CAPITAL PROJECTS - FACILITIES IMPROVEMENTS**

Current Projects	2012/2013 Budget	Estimated Total Cost
Station #13 Lightning Protection	\$10,000	\$10,000
Fire Station #11 Crew Quarters	\$360,000	\$360,000
<b>Total</b>	<b>\$370,000</b>	<b>\$370,000</b>

**CAPITAL PROJECTS - FACILITIES IMPROVEMENTS**

Future Projects	Estimated Total Cost
Police-Building Remodel, Parking Lot Improvements, Security Upgrade	\$161,300
Town Hall-Office Carpet, Chamber Enhancements	\$235,000
Recycling Improvements	\$450,000
Community Development-Office Carpet	\$20,000
<b>Total</b>	<b>\$866,300</b>

**CAPITAL PROJECTS - STREET IMPROVEMENTS**

Current Projects	2012/13 Budget	Estimated Total Cost (incl. Future Cost)
Mud Springs Rd Phase 2	\$1,300,000	\$1,300,000
Rumsey Rd-McLane to SR87	\$60,000	\$560,000
Bonita St Reconstruction	\$10,000	\$1,517,000
Pavement Preservation	\$500,000	Ongoing
Montezuma Castle Land Exc.	\$450,000	\$6,250,000
<b>Total</b>	<b>\$2,320,000</b>	<b>\$9,627,000</b>

**CAPITAL PROJECTS - STREET IMPROVEMENTS**

Future Projects	Estimated Total Cost
Mud Springs Rd-Cedar to Frontier	\$835,000
Manzanita Dr-Timber to Shopping Center	\$1,000,000
Colcord Rd- Main to Longhorn	\$1,750,000
McLane Rd-Airport to Payson Ranchos	\$1,250,000
McLane Rd-Main to Phoenix St	\$955,000
Goodnew- SR 260 to Bonita	\$690,000
Easy St- Evergreen to Forest	\$730,000
Easy St- Forest to Gila	\$1,290,000
Easy St- Gila to Bradley	\$1,270,000
Rim Club Pkwy- Rim Club Dr to Granite Dells	\$980,000
Frontier St- SR 87 to McLane	\$2,100,000

**CAPITAL PROJECTS - STREET IMPROVEMENTS**

Future Projects-con't	Estimated Total Cost
Granite Dells Roundabout Landscaping	\$45,000
Granite Dells Roundabout Lighting	\$34,000
Airport Rd Roundabout Landscaping	\$45,000
American Gulch	\$2,350,000
Town Aerial Photo Update	\$85,000
Green Valley Parking Lot Improvements	\$775,000
Payson Ranchos to Payson Pines	\$880,000
Longhorn Sidewalks	\$190,000
E Phoenix St Improvements	\$630,000
<b>Total Future Projects</b>	<b>\$17,884,000</b>

**CAPITAL PROJECTS - PUBLIC WORKS-PARKS IMPROVEMENTS**

Current Projects	2012/13 Budget	Estimated Total Cost
Rumsey South Soccer Turf	\$350,000	\$350,000
Refurbish GVP Irrigation Pumps	\$30,000	\$30,000
<b>Total</b>	<b>\$380,000</b>	<b>\$380,000</b>

**CAPITAL PROJECTS - PUBLIC WORKS-PARKS IMPROVEMENTS**

Future Projects	Estimated Total Cost
Amphitheater Lighting	\$150,000
GV Park Ramada Improvements	\$75,000
GV Park Maintenance Building	\$400,000
Land Purchase	\$1,000,000
Rumsey Park Restrooms	\$145,000
Rumsey Park Drainage	\$150,000
Rumsey Park Pedestrian Circulation Improvement	\$500,000
Kiwanis Field Lights	\$500,000
Rumsey Playground Equipment	\$150,000
<b>Total</b>	<b>\$3,070,000</b>

**CAPITAL PROJECTS - COMMUNITY DEV. IMPROVEMENTS**

Current Projects	2012/2013 Budget	Total Estimated Cost (incl. Future Cost)
Affordable Housing	\$25,000	\$250,000
General Plan Update	\$75,000	\$150,000
Impact Fee Study	\$75,000	\$150,000
Housing Rehab. & Senior Center Rehab.	\$170,000	\$980,000
Highway Landscape	\$150,000	\$750,000
<b>Total</b>	<b>\$495,000</b>	<b>\$2,280,000</b>

**CAPITAL PROJECTS - COMMUNITY DEV. IMPROVEMENTS**

Future Projects	Total Estimated Cost
Main Street Improvements	\$2,140,000
<b>Total</b>	<b>\$2,140,000</b>

**CAPITAL PROJECTS -  
LIBRARY IMPROVEMENTS**

Future Projects	Total Estimated Cost
Library Expansion	\$1,500,000
<b>Total</b>	<b>\$1,500,000</b>

**CAPITAL PROJECTS -  
PARK, REC. & TOURISM IMPROVEMENTS**

Current Project	2012/2013 Budget	Estimated Total Cost (incl. Future Cost)
Park & Recreation Master Plan	\$70,000	\$130,000
Recreation Building	\$1,500,000	\$1,500,000
<b>Total</b>	<b>\$1,570,000</b>	<b>\$1,630,000</b>

**CAPITAL PROJECTS -  
PARK, REC. & TOURISM IMPROVEMENTS**

Future Projects	Estimated Total Cost
Trail Master Plan Implementation	\$120,000
Entrance/Exit Improvements	\$150,000
PATS Continuation	\$1,275,000
Event Center Improvements	\$4,020,000
<b>Total</b>	<b>\$5,565,000</b>

**CAPITAL PROJECTS -  
AIRPORT IMPROVEMENTS**

Current Projects	2012/13 Budget	Estimated Total Cost (incl. Future Cost)
Environmental Assessment for Land Acquisition	\$10,000	\$10,000
Grade Runway Safety Area	\$350,000	\$350,000
Install New AWOS	\$250,000	\$250,000
<b>Total</b>	<b>\$610,000</b>	<b>\$610,000</b>

**CAPITAL PROJECTS -  
AIRPORT IMPROVEMENTS**

Future Projects	Estimated Total Cost
Construct Helicopter Hardstands	\$650,000
Relocate Taxiways/Construct Taxiways	\$2,650,000
Land Purchase	\$2,150,000
New Terminal Building	\$2,145,000
Relocate Campground	\$520,000
Construct Service Roads	\$470,000
Construct Vehicle Parking	\$245,000
Construct Hold Aprons	\$200,000
Improve Safety Areas	\$1,163,000
Pavement Rehab Ramps	\$490,400

**CAPITAL PROJECTS -  
AIRPORT IMPROVEMENTS**

Future Projects-Cont.	Estimated Total Cost
New/Expanded Parking Ramps	\$450,000
Security Fencing	\$120,000
Relocate/Reconstruct Hangar One	\$1,163,000
Construct New West Taxiways	\$650,000
<b>Total</b>	<b>\$13,066,400</b>

**CAPITAL PROJECTS - WATER IMPROVEMENTS**

Current Projects	2012/2013 Budget	Total Estimated Cost (incl. Future Cost)
CC Cragin Pipeline	\$5,500,000	\$18,600,000
Houston Mesa Waterline & Treatment Plant	\$200,000	\$11,850,000
Security Gates	\$5,000	\$32,000
Groundwater Remediation	\$100,000	\$1,636,700
Wells	\$75,000	\$275,000
Water Mains	\$100,000	\$625,000
GVP Shoreline Protection	\$500,000	\$1,500,000
Radon Removal Study	\$30,000	\$30,000
Waterline Replacement	\$50,000	\$295,000
Warehouse Addition	\$45,000	\$45,000
Airpark Sewer ID	\$60,000	\$60,000
<b>Total</b>	<b>\$6,665,000</b>	<b>\$34,948,700</b>

**CAPITAL PROJECTS - WATER IMPROVEMENTS**

Future Projects	Total Estimated Cost
Reserve Well Development	\$310,000
Tonto Apache Reclamation Project	\$1,800,000
<b>Total</b>	<b>\$2,110,000</b>

**CAPITAL - MACHINERY & EQUIPMENT**

Current Projects	2012/2013 Budget
LE- Vehicle Replacement	\$120,000
LE- Radio Upgrade	\$144,000
Streets- Heavy Equipment	\$100,000
Streets- Dump Truck Replacement	\$75,000
Streets- Crack Seal Machine Replacement	\$45,000
Streets- Trucks	\$30,000
General Government- Vehicle	\$30,000
General Government- Finance Software Upgrade	\$45,000
General Government- IT-Servers, Etc.	\$15,000

**CAPITAL PROJECTS - MACHINERY & EQUIPMENT**

Current Projects-Cont.	2012/2013 Budget
Fire- Staff Vehicle Replacement (2)	\$110,000
Fire- Cardiac Monitors/Defibrillators	\$160,000
Water- SCADA Equipment	\$75,000
Water- Service Truck Replacement	\$40,000
Water- Well Pump Replacements	\$30,000
Water- Fire Hydrant Program	\$5,000
Water- Computer Equipment	\$10,000
<b>Total</b>	<b>\$1,034,000</b>

- \* Requests for more information
- \* Modifications to Capital Improvements
- \* Questions