

**TOWN OF PAYSON
TOWN COUNCIL MEETING
MINUTES OF THE SPECIAL MEETING
April 2, 2013**

CALL TO ORDER

Mayor Evans called the 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: Kenny Evans - Mayor, Michael Hughes - Vice-Mayor, Ed Blair - Council Member, Fred Carpenter - Council Member, Su Connell - Council Member, Rick Croy - Council Member, and John Wilson - Council Member.

STAFF PRESENT: Debra Galbraith - Town Manager, LaRon Garrett - Assistant Town Manager, Tim Wright - Town Attorney, Marty deMasi - Fire Chief, Donald Engler - Police Chief, Silvia Smith - Town Clerk, Cameron Davis - Parks, Recreation and Tourism Director, and Tanner Henry - Water Division Manager.

OTHERS PRESENT: Tracie Bailey - Deputy Town Clerk, Hope Cribb - Finance Manager, Tammy Enlow - Budget Analyst, and Colin Walker - Water Superintendent.

PURPOSE OF MEETING

Discussion/possible action concerning Town's 2013/2014 Capital Improvement Plan. (This was the first meeting regarding the 2013/2014 CIP. Council would be presented with Departmental requests as a preliminary step in the 2013/2014 CIP process.)

Mayor Evans explained the purpose of the meeting. Debra Galbraith, Town Manager, introduced Hope Cribb, Finance Manager, who began the presentation.

Ms. Cribb reviewed the requests from departments for fiscal year 2013/2014 Capital Projects.

Council Member Blair asked if the crew quarters at Fire Station 11 were hoped for or if it was a priority. Marty deMasi, Fire Chief, replied it was a high priority. Council Member Croy asked where the money would come from. Chief deMasi responded staff was pursuing grants. Council Member Croy asked if this was a wish list for all departments and asked for an explanation as to how projects would be funded. Debra Galbraith, Town Manager, explained the finished plan was a document by department that had a list over ten years of various projects and the revenue source for each project. Ms. Galbraith explained staff had tried to get grants for the Fire Station 11 crew quarters, but there were no grants and currently there was no money anywhere to pay for any of these projects. Chief deMasi noted that part of the Fire Station was currently empty, but the money has not been there to finish the project because there was no funding. Council Member Croy noted it would be difficult to accomplish anything without any funding.

Council Member Wilson noted this was a place holder to keep this before Council. Ms.

Galbraith replied the Capital Improvement Plan was like that all the time because the Town had to keep a list of everything that had to be done. Unfortunately staff had to keep moving projects out a year. Council Member Blair asked if Council could set money aside in the General Plan. Ms. Galbraith responded unfortunately no, staff did not know how much money there was yet. Ms. Cribb replied staff was looking for direction to see what Council wanted staff to find funding for.

Mayor Evans asked Don Engler, Police Chief, to explain his project. Chief Engler replied this was a police security upgrade because the program was obsolete. This was put in place so the Police Department could use a computer system instead of a key lock.

Ms. Cribb went over future projects that were in the next ten years that have been carried over for the last four or five years.

LaRon Garrett, Assistant Town Manager, went over these projects and the estimated total costs. Currently some of these could not be funded. There was a grant for the Bonita Street reconstruction. Mayor Evans asked if there was a trigger point at which environmental assessments would be triggered. Mr. Garrett replied no. Mr. Garrett would like to bring the pavement preservation back. Mayor Evans asked if the pavement marking would come in next year. Mr. Garrett replied yes, the striping one was not going through the Town's budget. Mr. Garrett went over future roadway improvement projects. Ms. Galbraith noted that at this point staff knew that Bonita Street and the sign replacement was in the budget.

Mr. Garrett went over the park's projects that have been carried over the past couple of years. The turf was becoming in critical need of being replaced. Mr. Garrett noted it could be changed to natural turf, but maintenance costs would go up. Council Member Connell asked what the cost of maintenance was. Mr. Garrett did not have an estimate. Mayor Evans noted the turf was ten years old and asked how much it would cost to mow and rake. Mr. Garrett replied he did not have that number, but believed it would be under \$32,000 a year. Mayor Evans asked Cameron Davis, Parks, Recreation and Tourism Director, if he had talked to Alliant Gas about installing turf. Mr. Davis replied he had asked Alliant for help.

Mr. Garrett went over the Community Development projects and total estimated costs. Ms. Galbraith noted the Community Development Block Grant funds would be decreased by 5.2%. Mayor Evans asked if that would be distributed evenly across the board. Ms. Galbraith replied yes, the money came to the Town from the Central Arizona Association of Governments and was a split of the total number. Mayor Evans asked how it was distributed. Ms. Galbraith did not know how the State determined the distribution, but it has continually gone down. Mayor Evans asked if this was the full amount this year. Mr. Garrett replied no, it was what was left.

Ms. Galbraith noted the Town had \$37,000 in the Capital Improvement Project account for the Green Valley Redevelopment Area. Ms. Galbraith felt the money could be used to replace the ten year old street lights on Main Street. Mr. Garrett believed the lights were there prior to 1994 and were not substantially built. Ms. Galbraith asked Council if it was feasible to use some or all of that money in that fund for new street lights on Main Street.

Council Member Croy asked how many street lights were on Main Street. Mr. Garrett believed there were thirty-seven. Ms. Galbraith noted there may not be enough money to replace all of the street lights. Mayor Evans asked what was the Council's feeling. Vice-

Mayor Hughes agreed. Council Member Connell agreed and felt it was a safety issue. Council Member Croy asked if the lights would be replaced starting at the highway and go west. Ms. Galbraith replied staff would have to look at it and maybe get a group together to look at it. Council Member Wilson believed the west end was where the people were still working and that it would encourage the people there if the lights were replaced where the businesses were. Council Member Blair felt it really looked bad at the base of the poles. Ms. Galbraith would develop a plan to replace the street lights on Main Street.

Ms. Cribb went over the Library expansion. The parks, recreation and tourism projects were all the same and would be pushed out another year. Mayor Evans asked what the Boardman improvements were. Mr. Davis believed the project was added seven years ago to spruce up the park on the corner of Main Street and McLane Road. Mr. Davis would be in support if the Council chose to take it out of the plan. Mayor Evans felt the time had come and gone for that project. Council Member Connell believed there had been hope that the glass cases would hold events and things to get some participation there. Mayor Evans was concerned that there was nothing to accomplish. Council Member Croy suggested the Town sell the parcel. Mr. Davis felt it was an attractive piece of property and the Historical Society patrons had stepped up and asked if they could spruce it up. Mr. Davis believed that was a good idea. Vice-Mayor Hughes noted the park was built to get rid of the old box cars that were there. Mr. Davis believed he could accomplish with that group what this money would eventually accomplish. It was Council consensus to take it off.

Mr. Garrett went over the airport improvements and estimated totals. Most projects were funded by grants. Mayor Evans asked where the runway safety area was at. Mr. Garrett replied it was the area on the north side and it needed to be flatter for safety. Mr. Garrett went over future projects for the five year plan. Mayor Evans asked what land would be purchased. Mr. Garrett responded the land on the other side of the piece the Town already owned. Mayor Evans asked if the campground had to be relocated. Mr. Garrett believed that could be taken out. Mayor Evans asked if it was Council consensus to delete that campground. The Council agreed to delete the campground.

Colin Walker, Water Superintendent, went over the water projects. Mayor Evans asked if these projects were in the 13/14 budget. Mr. Walker replied yes and there could be sixteen to seventeen months of design time. Council Member Blair asked when the treatment plant would be finished. Mr. Walker responded it could be 2013 or later, it depended when the Town could get the money. Ms. Galbraith asked the Council if they wanted to keep the Tonto Apache Reclamation Project on the list. Mayor Evans recommended Council take it out, but the Town would be giving them water in the future so this was a method to tap into some joint Federal money. Ultimately it would have to be done. The Tribe would be able to get grant funding. Ms. Galbraith noted that the Town at any time could make this happen. The Town wanted to make it happen and it would not affect the budget. Ms. Galbraith suggested leaving it on the list for the next five years. Council Member Croy believed that leaving it on the list showed the Council's support for the Tribe. Mayor Evans agreed it should be left on the list for the corporate memory. It was Council consensus to leave the Tonto Apache Reclamation Project on the list.

Ms. Cribb went over machinery and equipment that needed to be replaced. Chief Engler went over police vehicle replacement. Chief Engler explained he has tried to develop a

plan to keep the fleet current. Council Member Croy asked when a vehicle was replaced were the instruments taken out of the old vehicle to put in the new vehicle. Chief Engler replied it was getting more difficult to do as the models change. Council Member Croy asked if the total included that. Chief Engler replied yes.

Ms. Cribb stated Mr. Garrett has requested a new street sweeper, crack seal machine and a large format plotter. The Fire Department was asking for four defibrillators. Marty deMasi, Fire Chief, explained these machines were much more than an ADE they also do all vital signs. Mayor Evans was concerned that technology was developing so rapidly the machines would be obsolete before the Town bought them. Mayor Evans would get Chief deMasi the link to scripts.

Mr. Walker went over the SCADA equipment system for the Water Department. It was vital to how the department operated the water system and was getting old. The radios were not supportive of the chips. Council Member Croy asked if this was replacing everything. Mr. Walker replied parts of it. Mayor Evans noted if the whole thing was replaced it would cost millions. Mayor Evans asked if pump replacement was not routine. Mr. Walker responded no, but it had to be replaced when it went out.

Ms. Cribb stated that was the conclusion of the presentation. Mayor Evans believed it was a great plan.

ADJOURNMENT

Mayor Evans adjourned the meeting at approximately 4:55 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 2 of April, 2013. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this ____ day of _____, 2013.

Tracie Bailey, Deputy Town Clerk