

**TOWN OF PAYSON  
TOWN COUNCIL MEETING  
MINUTES OF THE REGULAR MEETING  
January 9, 2014**

**CALL TO ORDER**

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

**INVOCATION**

Pastor Jimmy Esther, U-Turn for Christ.

**PLEDGE OF ALLEGIANCE**

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

**STAFF PRESENT:** Debra Galbraith - Town Manager, LaRon Garrett - Assistant Town Manager, Tim Wright - Town Attorney, Don Engler - Police Chief, and Silvia Smith - Town Clerk.

**OTHERS PRESENT:** Tracie Bailey - Deputy Town Clerk and Doni Wilbanks - Planning Technician.

**A. PUBLIC COMMENTS (SPEAKER'S REQUEST FORM SUBMITTED)**

1. There were no public comments.

**B. CONSENT AGENDA**

**Items listed on the agenda with an asterisk are considered to be routine in nature and will be enacted by one motion.**

**Motion:** to approve all items listed on the Consent Agenda.

Moved by Council Member John Wilson, seconded by Council Member Su Connell.

**Vote:** Motion carried 7 - 0

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

**C. CURRENT EVENTS PRESENTATION BY THE TOWN MANAGER, MAYOR, AND/OR COUNCIL MEMBER**

1. Brief presentation of current events by the Town Manager, Mayor, and/or Council Members. The Arizona Open Meeting Law specifies that the Town Council may not discuss or take action on any matter mentioned during this presentation or on the attached materials unless the specific matter is properly noticed for legal action.
2. Documents, materials and information for Council review. (The Council will not discuss or take action on the attached; they are provided for information only)

There were no documents for Council review.

**D. CEREMONIAL; ANNOUNCEMENTS; PRESENTATIONS; INTRODUCTIONS**

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

Council Member Wilson announced the Payson Area Food Drive had collected almost \$50,000. Mayor Evans noted the community has done a wonderful job. Council Member Carpenter announced there was 4,300 pounds of food in storage.

Mayor Evans presented Council Member Wilson a birthday card and wished him happy birthday. Council Member Wilson thanked the Mayor.

**E. MINUTES**

1. **\*Council Meeting Minutes:**

10.17.13 Regular Council Meeting Minutes Pages 1 - 7 (Amended - scrivener's error, left out item I.1)

12.12.13 Regular Council Meeting Minutes Pages 1 - 9  
**\*CONSENT\* APPROVED**

**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.)

4. **\*Payson Fire Department Alternative Pension Plan Board of Trustees Meeting Minutes:**

12.20.13 Regular Meeting Minutes Page 1  
**\*CONSENT\* INFORMATION ONLY**

**F. HEARINGS AND APPEALS**

1. **\*Application for a Special Event Liquor License.** Council approved, on the Consent Agenda, an application for a Special Event Liquor License filed by John Wilson agent for Library Friends of Payson, Inc., for a fundraiser to be held at 328 North McLane, Payson, Arizona, Saturday, March 8, 2014, 5:00 p.m. to 9:00 p.m.  
**\*CONSENT\* APPROVED**
2. **Public Hearing.** Mayor Evans opened the Public Hearing on an application for a Class B Bingo License filed by Joanne Conlin, agent for Payson Multipurpose Senior Center Development Association, Inc., 514 West Main Street, Payson, Arizona.

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

**Motion:** to Approve an application for a Class B Bingo License filed by Joanne Conlin, agent for Payson Multipurpose Senior Center Development Association, Inc., 514 West Main Street, Payson, Arizona.  
Moved by Council Member John Wilson, seconded by Council Member Su Connell.

**Vote:** Motion carried 7 - 0

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

3. **Presentation/Public Hearing** by Doni Wilbanks, Planning Technician, concerning the 2014 Community Development Block Grant (CDBG) application process.

Ms. Wilbanks explained the Town was currently preparing the CDBG application. Ms. Wilbanks went over criteria that the property had to meet and projects that the CDBG would fund. The allocation for Payson was \$224,015 for the two year period.

Mayor Evans opened the Public Hearing. Council Member Croy asked if it was correct that the Town was able to spend the money on different agencies in the past, but now the Town had to choose one project. Ms. Wilbanks replied yes, that was correct. Council Member Blair believed this was a disservice and asked if there was any way to object to this rule. Ms. Wilbanks responded it was highly recommended by the State and the grant limited what you could do with the money. Council Member Blair asked if the Town shared the grant with Star Valley and what projects were done in the past. Ms. Wilbanks replied every other year Star Valley got the money and last time the Town did the Senior Center and housing rehab. Council Member Carpenter asked Ms. Wilbanks if she has heard from anyone regarding projects. Ms. Wilbanks said no. Council Member Croy asked if anyone had questioned the recommendation. Ms. Wilbanks believed

staff would have to contact the Housing Department and staff had not asked for any exceptions. Debra Galbraith, Town Manager, felt this has been a successfully used program for many years, if it was a rarely used program that may be different. Mayor Evans stated he would see if he could talk to the Department of Housing and suggest that the Town be able to continue with two projects. Ms. Galbraith noted the CDBG money came through the Central Arizona Association of Governments (CAAG). The Housing Department gave the money to CAAG and told them how to distribute it. Ms. Galbraith believed the Town may not be in a position to negotiate. The Department of Housing may say the Town had to do this through CAAG.

Council Member Croy asked how many households were helped on average with the money. Ms. Wilbanks replied on average three households per year and the Senior Center were helped. Ms. Galbraith noted the Town had given the most money to the Senior Center several times. Council Member Croy asked what the total dollars spent were and how many households were helped. Mayor Evans responded most household projects ranged from \$25,000 to \$35,000 or \$40,000. Council Member Carpenter asked if staff could do an area wide project by doing a survey. Ms. Wilbanks replied it would take staff to go door to door to do the survey. Council Member Blair asked John Zilisch to speak. Mr. Zilisch, President of Payson Helping Payson, had helped people with special needs and helped people with rent and utility bills with up to \$200. Council Member Croy asked Mr. Zilisch how many households were helped annually. Mr. Zilisch stated on average 125 households and 450 individuals. Ms. Galbraith noted there was another hearing on February 6, 2014. There were no more public comments. Mayor Evans closed the Public Hearing.

4. (A) **Presentation by TischlerBise** re: the Town of Payson Development Impact Fee Study, Land Use Assumptions, and Infrastructure Improvements Plan.

(B) **Public Hearing** on the Land Use Assumptions and Infrastructure Improvement Plan.

Note - The Council was scheduled to consider adoption of the Land Use Assumptions and Infrastructure Improvements Plan at the February 20, 2014 Regular Council Meeting.

Carson Bise, President of TischlerBise, gave a presentation on the draft land use assumptions, infrastructure improvements plan and preliminary development fees. The process had to be completed by August 1, 2014. Mr. Bise went over changes to legislation, development fee methods and cost components, the service area, demographics and the adoption process schedule.

Mayor Evans opened the Public Hearing. Council Member Carpenter asked if the Town was still collecting impact fees on the old plan. Mr. Bise replied yes, there are interim fees in effect. Council Member Carpenter asked if the Town could rebuild a street with this money. Mr. Bise responded in

certain communities if a dirt road was being upgraded to paving that would be eligible, resurfacing roads was not eligible. Council Member Carpenter asked if special districts in Arizona or counties had to comply with these new regulations. Mr. Bise replied no, this was specific to cities.

Council Member Croy noted it appeared some of the fees would go down and asked if people who paid the higher fee now would be refunded. Tim Wright, Town Attorney, replied no they would not, by May the new fees would be approved. Council Member Croy asked when the fees were due. Mr. Wright replied when the permit was pulled.

Council Member Connell asked for a copy of the PowerPoint. Mr. Bise noted Sheila DeSchaaf, Zoning Administrator, had a copy and could send all of the Council Members a copy.

There were no public comments. Mayor Evans closed the Public Hearing. Mr. Wright noted Council would be asked to adopt the fees on February 20, 2014. Council Member Croy asked if the February numbers would be the final numbers. Mr. Wright explained the numbers tonight were the upper limit.

## **G. RESOLUTIONS AND ORDINANCES**

1. **Ordinance No. 842.** Mayor Evans opened the First Public Hearing concerning Ordinance No. 842 captioned as follows: AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING CHAPTER 33 (BOARDS, COMMITTEES, AND COMMISSIONS) OF THE TOWN CODE. (PART 6 OF THE SYSTEMATIC CODE REVIEW AND UPDATE)

Tim Wright, Town Attorney, explained this was a cleanup on the Boards and Commissions. There were no public comments. Mayor Evans closed the First Public Hearing.

2. **First Public Hearing** concerning Part 7 of the Systematic Code Review and Update. Note - action on both items was scheduled for January 23, 2014.

Mayor Evans opened the First Public Hearing for Ordinance No. 843 and Resolution No. 2752.

(A) **Ordinance No. 843** captioned as follows: AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING CHAPTER 35 (PURCHASING) OF THE TOWN CODE. (PART 7 OF THE SYSTEMATIC CODE REVIEW AND UPDATE)

(B) **Resolution No. 2752** captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING FINANCIAL POLICY 201

PROCUREMENT AND REPEALING ADMIN POLICY A202.  
(PART 7 OF THE SYSTEMATIC CODE REVIEW AND UPDATE)

Tim Wright, Town Attorney, explained this was regarding purchasing changes. There were no public comments. Mayor Evans closed the First Public Hearing.

**H. UNFINISHED BUSINESS**

1. There were no items in this section.

**I. NEW BUSINESS**

1. There were no items in this section.

**J. CLAIMS**

1. \* **List of checks.** Council approved, on the Consent Agenda, a list of checks paid from December 6, 2013 through December 31, 2013, Check Nos. 024674 through 024946, and authorization to file the checks for audit.  
**\*CONSENT\* APPROVED**

**K. MISCELLANEOUS**

1. There were no items in this section.

**L. PUBLIC COMMENTS**

1. There were no public comments.

**ADJOURNMENT**

Mayor Evans adjourned the meeting at approximately 6:16 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 regular meeting of the Town Council of the Town of Payson held on this day the 9 of January, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_

Tracie Bailey, Deputy Town Clerk