

**TOWN OF PAYSON  
TOWN COUNCIL MEETING  
MINUTES OF THE SPECIAL MEETING  
March 4, 2014**

**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:** Mayor Kenny J. Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Member Fred Carpenter, Council Member Su Connell, Council Member Richard Croy, Council Member John Wilson, Cameron Davis - Parks, Recreation and Tourism Director, Emily Linkey - Library Director, and Tanner Henry - Water Division Manager.

**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, Kyle Mann - Town Prosecutor, Hope Cribb - Finance Manager, Tammy Enlow - Budget Analyst, Ray LaHaye - Chief Building Official, Nelson Beck - Parks Supervisor, Police Lieutenant Sherwood Eldredge and Battalion Chief Jim Rasmussen.

**PURPOSE OF MEETING**

1. Mayor Evans opened discussion/possible action concerning Town's **2014/2015 Capital Improvement Plan (CIP)**. (This was the first meeting re the 2014/2015 CIP. Council would be presented with Departmental requests as a preliminary step in the 2014/2015 CIP process.)

Hope Cribb, Finance Manager, reviewed the department requests for the 2014/2015 Fiscal Year and noted funds were limited. Ms. Cribb reviewed the CIP projects and costs as well as funding sources for CIP projects. Ms. Cribb went over facilities improvements and future projects. Mayor Evans asked why the basketball court needed to be replaced. Cameron Davis, Parks, Recreation and Tourism Director, explained the current court's concrete was falling apart and was uneven which made it a trip hazard. Nelson Beck, Park's Supervisor, noted the courts were over by the volley ball courts next to the pool and stated the pavement was cracking bad enough that it could not be filled in. Ms. Cribb continued with future projects. Mayor Evans asked about highway landscape improvements. LaRon Garrett, Assistant Town Manager, replied several years ago A. Dye Designs had developed a plan for the highway landscaping and this was based on that

plan. Mayor Evans asked why the Town paid for improvements to Arizona Department of Transportation's land. Mr. Garrett explained it was in the back of that area.

Council Member Carpenter asked why the Town boundary fence needed to be repaired. Mr. Garrett replied recently there have been cattle on the land south and west of town and they have been coming into town. There was an agreement with the Forest Service that the Town keep up that fence. Council Member Carpenter asked if the fence was barbed wire. Mr. Garrett replied it was a smooth wire fence.

Ms. Cribb reviewed airport improvements. Council Member Carpenter asked if there was matching money. Ms. Cribb replied yes. Ms. Cribb went over water improvements. Council Member Carpenter asked if Buzz Walker could give an update on the money from grants for the C.C. Cragin pipeline. Mr. Walker was not present. Mr. Garrett responded staff was working on it right now and did not have an exact answer right now. Council Member Carpenter asked if staff was leaving that amount in the CIP in case something came through. Mr. Garrett replied yes. Debra Galbraith, Town Manager, noted the Council needed to discuss the pipeline because this became a timing issue with the ten million dollars needed. Council Member Carpenter asked if the Town had cleared all of the environmental hurdles on this. M. Galbraith replied yes, but this may have to be a bond issue that could be broken into a three year period. This would have to come back to Council for a decision.

Ms. Cribb continued with water improvements then went over requests for machinery and equipment. Council Member Carpenter asked if there were any details on the machinery and equipment. Ms. Cribb replied yes. Council Member Carpenter asked if the Water Department had the money for their requests. Ms. Cribb responded yes. Ms. Cribb asked the Council for direction on what to keep in the budget.

Council Member Croy asked the Department Heads to prioritize their requests. Council Member Carpenter concurred. Council Member Connell asked what the recycling program entailed. Ms. Galbraith explained this has been in the budget for seven years just in case something came up. The Town was not doing anything now it was a place holder in the Water Fund.

Council Member Blair saw a listing of recycling sites on the Town website and noted there was no listing for Waste Management's recycling site and asked that it be listed on the website. Ms. Galbraith stated she would contact them and see what they would like the Town to put on the website.

Council Member Carpenter asked what the police security upgrade would entail. Don Engler, Deputy Town Manager/Police Chief, replied this had been in the CIP for several years and was for the entry way at the Police Department for security. Staff had made progress in some areas of this

upgrade, but still needed security cameras and monitoring screens in dispatch. Council Member Wilson asked how much those two items would cost. Chief Engler believed \$32,000 was a fairly accurate amount.

Council Member Connell asked staff to prioritize future streets projects. Mr. Garrett responded they were prioritized already. Council Member Connell asked if this list was current. Mr. Garrett replied yes, this was the Town's matching share and pavement preservation needed to get caught up. Council Member Croy asked what the priority for the Town fence boundary was on the south and west side. Mr. Garrett responded it needed to be repaired also.

Mayor Evans felt the Council's direction was to have staff prioritize projects. Ms. Galbraith asked staff if they could prioritize their requests now or if they needed another meeting. It was Staff consensus that they could do it now.

Mayor Evans felt the challenge the Council faced was that the Council had to be very liberal in their projections. Mr. Davis believed some of his requests could be pushed off, but some were safety issues. Mr. Beck noted the upgrades were needed to become compliant and there were some other serious safety issues like the roof on the pool. Mr. Davis stated the Rumsey Park playground upgrade would be number one, number two would be the Rumsey ball field, number four would be Taylor Pool and Rumsey south soccer field would be number five. Council Member Croy asked if the soccer field was turf and not grass because of water concerns and if any thought had been given to grass. Mr. Beck responded it could cost \$150,000 to convert back to grass and it would be more man hours and water costs. Mr. Beck noted the company where the turf was purchased had pay as you go plans. Mr. Davis added number six would be the Rumsey scoreboards, the manufacturer cannot even get the parts for them anymore. Council Member Croy asked if Mr. Davis had investigated sponsors for the scoreboard. Ms. Davis stated he would check into that. Council Member Wilson reminded everyone the Friends of Parks and Recreation would accept any donations to do these upgrades. Mr. Davis said the last priority would be the basketball court which was heavily used and could become a safety hazard. The Parks Master Plan was also a lower priority. Council Member Carpenter asked how the tennis courts were. Mr. Beck replied they were in good shape. Council Member Blair asked where the amphitheater was. Mr. Beck responded it was the big bowl in Green Valley Park where the concerts were held.

Mayor Evans asked for the airport priorities next. Mr. Garrett replied a lot of the airport projects were grant funded. Mr. Garrett stated crack sealing was the number one priority and ADA was the number two priority, the rest was to match the grants. Ms. Cribb noted the total was \$65,000.

Tanner Henry, Water Division Manager, stated his number one priority was the C. C. Cragin pipeline, the hydropneumatic surge tanks were number two, number three were the pressure blow off valves, number four was the security fencing, well maintenance was number five, number six was the

new water mains, number seven was waterline replacement, number eight was the Green Valley Park shoreline, number nine was the tank mixing system, the radon removal study was number ten, and the fish fence was number eleven. Mayor Evans noted this would be needed to keep the non-native fish in. Council Member Blair believed the Cragin Pipeline was assured. Ms. Galbraith explained the pipeline would have to be stopped if Council decided not to do the bond issues. Council Member Blair asked what money the Water Infrastructure Finance Authority of Arizona (WIFA) gave the Town. Ms. Galbraith explained those were loans. Mayor Evans noted it was some money out of the total for the project, this was a guaranteed loan that provided a matching grant although the money might run out. Mayor Evans believed that the issue would be resolved by a bill in Congress now. Council Member Blair asked when does the Council need to make a decision on the bond issue, could it be voted on in this election. Mayor Evans was not sure what the timing was. Mr. Garrett noted no timing has been set and there was \$20 million in infrastructure in the ground now so staff did not want to wait too long. Ms. Galbraith noted there was \$1 million left and that was it, if this did not make it through Congress before the \$1 million ran out they would have to stop. Council Member Blair did not want to lose having the bond voted on this fall. Ms. Galbraith explained staff was waiting to see where the issue in Congress was going and if it did not go through Council would have to figure out how the bond would move forward and what the debt service would be. Council Member Blair felt this was a high priority. Ms. Galbraith noted if Council did not put it in the budget the Town could not spend it so this was a place holder. Council Member Blair asked if it could be on the ballot in November. Ms. Galbraith stated it would have to wait until the 2016 election.

Council Member Connell asked if this was a backup plan in case something should happen. Mayor Evans explained the \$10 million needed to stay in the budget for other options. Ms. Galbraith noted WIFA had two loans and were working through the Legislature to change the length of the loans. Council Member Croy asked for a quick summary on where the pipeline was now and where it would go. Mr. Garrett replied one line ran from Mesa Del to Tyler Parkway, one ran across Rumsey Park and one line ran up Airport Road. Council Member Croy asked when the in town construction would continue. Mr. Garrett replied it would depend on when the Town got the money. Council Member Croy asked if the difference was the pipeline that needed to be built. Mr. Garrett replied yes. Council Member Blair asked if the Town would not get water in Payson until the plant was built. Mr. Garrett replied yes. Council Member Carpenter asked Mr. Henry if smaller items could be funded out of the Water Department general operating budget. Mr. Henry replied yes.

Ms. Cribb went over the remaining items of Machinery and Equipment. Mayor Evans asked Chief Engler to list his priorities. Council Member Connell asked why new police vehicles were needed. Chief Engler explained the Police Department has been limited on vehicle replacement and has been getting ten to twelve years out of the patrol vehicles. The Police Department

had eight patrol vehicles with over 100,000 miles on them. Chief Engler believed the Police Department could sell impounded firearms to fund the weapons purchase program. Hillcrest Base Radio was funded from a grant source. Chief Engler's first priority was replacement of vehicles, the second priority was the hillcrest radio and the third priority was the weapons purchase program. Chief Engler stated for the Fire Department the first priority was the ePCR, the second priority was the Type I engine replacement and the third priority was the command vehicle replacement. Council Member Carpenter asked if these could be a lease purchase. Ms. Galbraith replied all of the vehicles are lease purchased. Council Member Blair left the room at 5:14 p.m. Dan Bramble, Battalion Chief, explained the need for the engine replacement. Council Member Carpenter asked if a used vehicle could be purchased or if it had to be brand new. Battalion Chief Bramble replied the oldest vehicle would rotate to reserve. Ms. Galbraith noted there needed to be a reserve vehicle because another vehicle may have to go to the Valley to be worked on. Council Member Blair returned at 5:16 p.m. Mayor Evans noted the Town had to spend \$50,000 on the last engine before the Fire Department got it. Ms. Galbraith explained when fire trucks were bought they had to be customized, the last one was not. Ms. Galbraith noted Battalion Chief Bramble did an excellent job at tracking the vehicles. Mayor Evans asked if this was done on a lease purchase what did that do to the budget. Ms. Galbraith replied it would turn into debt service and the payments would be budgeted. Mayor Evans noted that if the payments were budgeted the number would not be \$500,000 in the CIP and assumed that was the direction Council wanted to go. Council Member Carpenter noted it was preferable to use cash if possible. Ms. Galbraith asked if Council only wanted the engine to be leased not the command vehicle. It was Council consensus to lease the other vehicles. Ms. Cribb asked how many vehicles. Council Member Carpenter noted staff may have to come back to Council for some of this. Mayor Evans noted approving the budget did not approve the expenditure. Vice-Mayor Hughes asked if there was a balloon on the payment. Ms. Cribb replied no. It was Council consensus to lease all four vehicles. Battalion Chief Bramble believed the ePCR was something the Fire Department needed to do right now. This would help with reports and data management. Council Member Connell asked if it would interact with the hospital. Battalion Chief Jim Rasmussen replied that it would not react with the hospital right now, but potentially would be able to react with the hospital and State program.

Ms. Cribb continued with machinery and equipment requests. Ms. Cribb stated the Finance Department Software Update could wait, but the telephone system upgrade was needed. Ms. Galbraith noted there were no more replacement parts for the current telephone system, this was a number one priority. Ms. Cribb would look into leasing a phone system.

Steve DeHaan, IT Manager, explained what the virtualization servers were for and what TV equipment needed to be replaced along with cameras. Council Member Connell asked which was most critical. Mr.

DeHaan replied the virtualization servers were the first priority and the TV equipment and cameras were the second priority. Council Member Carpenter asked if computers were being replaced. Mr. DeHaan replied yes he was currently in the process of replacing computers.

Ray LaHaye, Chief Building Official, explained the need for the automated dog tag system. Mayor Evans asked what the dog tag system would do. Mr. LaHaye explained the system would create the database and do away with books and paper work and also print the dog tags. Ms. Galbraith noted the system had an Access database and actually printed the dog tag. Mayor Evans asked if this would print the tag and enter information into the database. Mr. LaHaye responded yes.

Mayor Evans asked Mr. Garrett to explain what the FOD Boss would do. Mr. Garrett explained it was like a street sweeper and cleared debris away.

Mr. Henry noted the Water Department's number one priority was well pump replacements. Vice-Mayor Hughes asked if this was a place holder in case a well went down. Mr. Henry replied yes and the fire hydrant program was always there as a place holder. Mr. Henry explained the Back Hoe thumb would pick up pieces of pipe and rock which would be safer, the Water Department computer equipment and service truck replacement were at the bottom of the list. Ms. Galbraith noted the hydrant program was in the Code and whenever the Water Department put a line in a hydrant was put it. Council Member Carpenter asked if the Water Department had the money in its general operating fund. Mr. Henry replied yes.

Ms. Galbraith asked the Council for direction regarding the facilities improvements. Mayor Evans stated the recycling program was a low priority because the Town cannot fund it. Security at the Police Department should be the highest priority and be at the top of the list. Mayor Evans felt the Police Department storage building needed to be done and the carpet in the Town Hall and Legal Department needed to be replaced. Council Member Connell felt the carpet replacement would probably be the third priority. Council Member Blair was glad the Town Hall carpet would be replaced. Council Member Connell believed the carpet was a safety issue.

## **ADJOURNMENT**

Mayor Evans adjourned the meeting at approximately 5:40 p.m.

APPROVED:

\_\_\_\_\_ Date: \_\_\_\_\_

Kenny J. Evans, Mayor

ATTEST:

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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 4 of March, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

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

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Tracie Bailey, Deputy Town Clerk