

TOWN OF PAYSON
CAPITAL IMPROVEMENT PROJECT CITIZEN ADVISORY COMMITTEE
MINUTES OF THE MEETING
Thursday, June 29, 2023, 3:00 PM

A. Call to Order

Vice-Chair Forrest Waggoner called the meeting to order at approximately 3:00 p.m. Group Facilitator J.P. de la Montaigne noted Member Lee was running late.

B. Pledge of Allegiance

- C. **Present:** Charlie Bell, Bryan “BJ” Bollier, Amy Brandt, Dallin Haws, Robert “Rory” Huff, Jimmy Lee (arrived at 3:05 p.m.), Lance Marble, Miranda Meyer, Mary McMullen, Cathy “Kat” Nygaard (arrived at 3:05 p.m.), Scott Russell, Anna Van Zile, and Forrest Waggoner.

Others present: J.P. de la Montaigne, Interim Parks and Recreation Director; Tracie Bailey, Town Clerk; Hannah Lusk, Management Analyst; Sheila DeSchaaf, Deputy Town Manager; Doni Wilbanks, Community Development Director; and Larry Halberstadt, Town Engineer.

Present on Zoom: Chair Bryan “BJ” Bollier and Lisa Lipinski, Tourism and Public Works Coordinator.

Absent: Elizabeth Krigbaum.

D. Review and Approve Minutes of June 15, 2023, Meeting.

Member Huff moved to approve the June 22nd minutes, Member McMullen seconded the motion; motion carried 13-1, Member Krigbaum absent.

Yes: Charlie Bell, Bryan “BJ” Bollier, Amy Brandt, Dallin Haws, Robert “Rory” Huff, Jimmy Lee, Lance Marble, Miranda Meyer, Mary McMullen, Cathy “Kat” Nygaard, Scott Russell, Anna Van Zile, and Forrest Waggoner.

Absent: Elizabeth Krigbaum.

Member Marble asked that the Committee meeting recordings be added to the Town’s website. It was Committee consensus to add the recordings to the Town’s website. The Clerk’s Department would also attach the minutes to the Committees agendas.

E. Items for Discussion/Possible Action.

Committee Meeting # 3.

1. Review of Public Safety Day Presentations.

Mr. de la Montaigne gave a recap of the Police Department (PD) and Fire Department (FD) projects and costs. The PD maintenance needs costs were \$650,000. The cost for a new building was \$15 to \$17 million dollars. Member Bell asked if the PD \$650,000 for maintenance needs was for one building or all buildings. Sheila DeSchaaf, Deputy Town Manager, explained it was for design concepts. Member McMullen noted it could be for either or. Member Nygaard asked if the maintenance fees could be covered by grants. Mr. de la Montaigne replied that could be an option. Mr. de la Montaigne noted he had asked the Clerk's Department to compile the Town's bond history. Mr. de la Montaigne went over maintenance estimates and the budget for new buildings. FY 22-23 was \$209,200; FY 23-24 was \$480,000 plus Parks R&M and \$300,000 for the Water Fund. Member Bell asked if there has already been studies. Mr. de la Montaigne gave examples of the PD study. Member Bell asked if there was a plan would there need to be a study. Mr. de la Montaigne explained it depended on the decision. There would be next steps and it depended what the Committee recommended. Vice-Chair Waggoner gave an example of a Capital Plan with dollars attached to it. The projects that did not get done were carried over with 10% inflation. Vice-Chair Waggoner noted the Committee would come up with the projects that the folks in Town wanted based on the survey. Once the Committee came up with the projects it was in the Council's hands. Council Member Marble agreed the Council would be responsible for that. Mr. de la Montaigne reiterated this Committee was coming up with projects that were not funded.

Larry Halberstadt, Town Engineer, noted every year Staff and Council went through the Capital Improvement Project (CIP) process. Some projects were scheduled out for ten years. To move a project, forward the Town needed to find a way to fund it. Member Marble disagreed that there was importance behind the CIP survey and felt it was not a fair representation.

ECONOMIC DEVELOPMENT DAY

2. Presentation by Doni Wilbanks, Community Development Director, regarding Main Street and Right of Way Beautification and Signage and Presentation by Larry Halberstadt, Town Engineer, regarding the Green Valley Parkway Extension Evacuation Route.

Mr. de la Montaigne noted this was Economic Development Day and introduced Doni Wilbanks, Community Development Director, and Larry Halberstadt, Town Engineer. Ms. Wilbanks explained the Economic Development projects were the commercial district beautification project to

develop a plan to meet Highway 87 and 260 guidelines and install landscaping and signage along commercial properties, Green Valley Parkway roadway extension connecting Highway 87 and Main Street, Improvements to the Town owned event center, and the American Gulch watercourse drainage channel. Ms. Wilbanks went over the Commercial District Beautification Streetscape and wayfinding signage plan. Ms. Wilbanks noted it was supported by the General Plan and the Economic Development Plan.

Streetscape enhancements improved the appearance of the community for visitors and residents. Installing trees, shrubs, screening walls, wider walkways and amenities along major vehicle routes added value to nearby real estate, boosted retail sales, and would soften/shield necessary street features such as utility boxes and light poles. Restoring Ponderosa Pines and other native trees along the Town's tourism/commercial corridor was an essential and effective way to integrate the natural landscape into Payson's Cool Mountain Town marketing. Wayfinding signage provided ease of navigation for tourists and residents and helped create a sense of place through the use of recurring colors and other symbols or features.

Ms. Wilbanks reviewed the Green Valley Parkway extension and economic benefits. It would alleviate congestion and provide an alternate route to and from Highway 87. It connected Main Street to the Event Center. It was supported by the Economic Development Plan and was a strategy for a livable community. Providing a livable community helped Payson remain competitive and meet the needs of the current and growing community. It created circulation of people between the event center, Main Street and the American Gulch. It provided a tourist destination for multiple areas and quality of life for green valley local residents.

Mr. Halberstadt went over the project scope. It would serve as an evacuation route. Staff was currently working with the Forest Service (FS) to get a special use permit. The Arizona Department of Transportation would administer the design due to Federal funding and the estimated cost was in the range of \$12 million dollars. Senator Sinema was taking it to Congress to get it funded. There was a Congressional appropriation of \$300,000 to start the design process.

Ms. Wilbanks noted the dollar amount for streetscape and wayfinding was \$975,000 for five years. Member McMullen asked if the Tribe's development on other side of event center would access Green Valley Parkway. Mr. Halberstadt replied they would have access from Green Valley Parkway. Mr. Halberstadt indicated he did intend to have conversations with the Tribe and noted Staff was thinking ahead. Member Haws asked if the \$12 million dollars included land acquisition. Mr. Halberstadt explained it was a special use

permit. Ms. DeSchaaf noted the Town had to fund environmental work. Discussion ensued regarding the process for the Green Valley Parkway extension.

3. Presentation by Larry Halberstadt, Town Engineer, regarding the Event Center Site Improvement Plan.

Ms. Wilbanks noted the event center was an important element to Payson's economy with the bed tax. A goal was to create a destination. Improvements included a shade cover, bathrooms, and RV hookups. It was supported by the Economic Development Plan strategy for a livable community. It provided a basic framework for a healthy and sustainable economy. Improvements to the event center allowed for expanded uses and extended seasons. It increased revenues for Payson. It promoted Payson for tourism as a visitor destination with potential for expanded uses and events that could be provided at the event center. Member Bell asked if anything was planned with McLane Road going into the rodeo grounds. Mr. Halberstadt replied yes, that would be covered later in two or three weeks. Ms. Wilbanks noted the quality of life was competitive with the communities around Payson.

Ms. Wilbanks reviewed the visits trends for the event center. Visits peaked in July and August. Member Haws asked if there were other events trying to happen at the event center. Mr. de la Montaigne replied there were some additional events Staff was talking to and noted it would cost the Town \$25,000 to \$30,000 to sponsor a rodeo. Member McMullen asked if Staff has been approached by entities or done an analysis of what could be done. Mr. Halberstadt explained the goal was to construct space to use year round.

Mr. Halberstadt noted for FY2023 - \$740,000 was needed for planning and cost estimating. For FY2024 - \$4 million dollars was needed for design, engineering, and construction for phase I. The goal was to construct facility improvements to allow year-round use and maximize useable space. Improvements included a covered facility for indoor use, infrastructure construction, addressing drainage, building permanent restrooms, building an RV Park, and increased outdoor recreation programming. Potential opportunities to increase funding for future phases included naming rights, sponsorships, and donations. There were no utilities to hook up to. A major wash went through the center of the site. The site needed permanent restrooms and RV hookups. Mr. Halberstadt noted \$740,00 has been allocated. There would need be more studies and staff had to talk to all stakeholders. Member Bell asked if Staff could lay a foundation for a future time to make it indoor. Mr. Halberstadt replied he could discuss that with the designers and noted there could be a phased approach. Member McMullen asked how many acres were owned vs being used. Mr. Halberstadt was not sure and noted the Town Manager had sent a

letter to the FS letting them know the Town wanted to develop additional facilities. The National Environmental Policy Act (NEPA) process for the road was a 200 foot wide corridor. Member Haws asked if this was separate from the land swap. Mr. Halberstadt replied he was not aware of any other land swaps.

4. Presentation by Larry Halberstadt, Town Engineer, regarding the American Gulch.

Ms. Wilbanks reviewed the American Gulch Plan. The plan would allow the land to be usable. The land was mostly in the flood way and unable to be developed. The plan Maximized the potential for the area by channelizing the gulch. It provided for a usable drainage area with potential for bike and walking paths, landscaping and an extension of Main Street to allow for additional uses such as public art, overflow parking, sidewalk cafes, and dual usage along the gulch and the street.

It was supported by the Economic Development Plan. It was an Economic Development Catalyst for “Old Town” redevelopment. It Promoted connectivity to the “Town Center” (Main Street). It Increased the foot traffic for existing and potential new businesses. There was support from landowners between Westerly and McLane including a current memorandum of understanding (MOU) with the Town.

Member Marble asked if the Town owned the land. Ms. Wilbanks replied the Town owned the parcel west of McLane. The Mou stated the property owners were willing to work with the Town. Mr. Halberstadt noted in order to make the land usable the Town had to build a channel for the water. Discussion ensued regarding the land and improvements. The private property owners could develop their land. Member McMullen asked where the Town would put parking. Ms. Wilbanks explained that would go into the design work. Member Nygaard asked if any of the private homeowners would be affected by the process and have to move out. Mr. Halberstadt replied it was all vacant property. Staff would work with the consultant to refine the design. Discussion ensued regarding zoning along Main Street. Mr. Halberstadt noted Federal Emergency Management Agency (FEMA) did allow recreational uses, but there cannot build buildings there.

Member McMullen felt this was a perfect Heritage Grant opportunity. Member Marble asked how much of this had been pushed back from cost vs feasibility. Ms. Wilbanks noted there has been little projects done around Main Street. Ms. DeSchaaf noted the bulk of projects were grant funded. Property owners have agreed to the design work Conservation Funds had been used. Council has pledged \$250, 000 for design and the owners have agreed to seek funding

for construction. The owners would dedicate land to the Town for a linear park. The goal was to have a walkable amenity along Main Street. Ms. DeSchaaf noted the challenge has been to compete for funding in the budget. That was why these projects were coming forward.

Vice-Chair Waggoner asked how many Committee Members were living in Payson when Green Valley Park lake was built. Vice-Chair Waggoner noted that was a bond and it was paid and done. Whether something was feasible or not people wanted something and then think it costs too much. Vice-Chair Waggoner noted there has to be an idea then it has to be designed. The next step was to find land and utilities and do a survey and start the design process. Vice-Chair Waggoner noted the Committees job was to come up with the projects and let the plan sort itself out.

Member Marble noted it was prioritization. Ms. DeSchaaf explained this extended back decades. Discussion ensued regarding funding concepts and growth. Mr. de la Montaigne noted it was a vision and there were different ways to fund it. It could be the only opportunity for affordable housing and it was a huge economic opportunity. Member Haws asked if there were options for an outside entity to do the funding like there was for the Tonto Natural Bridge. Mr. Halberstadt felt the property owners had a good vision of that area and believed the biggest question was the event center. Ms. DeSchaaf noted it could be a combination of funds. Member Huff note the Committee had to ask how many people would use these facilities and decide which would be used. Member Brandt asked if Staff had a demographics of age groups for Payson. Ms. Lusk replied yes. Discussion ensued regarding amenities and recruiting people to live in Payson. Member Huff suggested putting the Chamber of Commerce by the Green Valley Park lakes.

Discussion ensued regarding the way finding signs that were along Highway 87. Ms. DeSchaaf noted the actual area that was beside the street extended from 60 to 40 feet that was unused. Some areas only had a few feet. Ms. DeSchaaf felt it was a sound concept and the Committee needed to see where it rose to to be funded. Member Van Zile thanked Ms. DeSchaaf for the research that backed it to make it beautiful and felt some things made no sense. Discussion ensued regarding the recession and no funding. Ms. DeSchaaf noted impact fees were not available. The only impact fee was for water. Mr. de la Montaigne noted the Committee would list four projects from this to talk about in the future.

5. Future Schedules

Mr. de la Montaigne noted next week was Parks and Recreation Day. At the end of that meeting the Committee would talk about the public input process and what opportunities there were. After Parks and Recreation it was Finance

and then Public Works. Finance would talk about the Town budget and how to do any kind of bonding and increase taxes. Member Haws asked if other communities have done something like this. Mr. de la Montaigne explained Staff has done bond issues before.

Adjournment

Vice-Chair Waggoner adjourned the meeting at approximately 4:29 p.m.

APPROVED:



Bryan "BJ" Bollier, Chairman

Date: 7/7/23

ATTEST:



Tracie Bailey, Town Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the Capital Improvement Project Citizen Advisory Committee held on this day the 29th of June 2023. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 7th day of July, 2023.