



AMENDED

**COMMON COUNCIL OF THE TOWN OF PAYSON
AGENDA OF THE REGULAR MEETING
OCTOBER 23, 2024**

Members of the public may attend the meeting in person or may use the Zoom information below to watch or listen to the meeting.

To watch the meeting by video, use the Zoom link: <https://us06web.zoom.us/j/88551223333?pwd=3fLTxQ4ZB3jGpq1BorEjTEOpHxmg.LRGB8-HRmZThEw0u>

To listen to the meeting by phone, use any of the numbers below:

+1 669 444 9171

+1 719 359 4580

+1 720 707 2699

Webinar ID: 885 5122 3333

Passcode: 090117

CALL TO ORDER: 4:00 p.m. in the Town Hall Council Chambers, 303 North Beeline Highway, Payson, AZ.

INVOCATION (Participation Voluntary)

The invocation is provided by a volunteer; presenters are accepted and welcome regardless of religious affiliation. Interested persons may contact the Town Clerk.

Pastor Joe Tuccinardi, U-Turn for Christ

PLEDGE OF ALLEGIANCE

ROLL CALL: CH __ BU __ BF __ JM __ SN __ JS __ ST __

Council Members may appear by electronic means.

**STAFF PRESENT: TS __ SD __ CS __ JP __ JH __ TB __ EL __ DS __ DO __ SR __ TH __
DW __ LO __**

OTHERS PRESENT: _____

Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));

- Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- Discussion or consultation for legal advice with the Town's attorneys (A.R.S. §38-431.03(A)(3));
- Discussion or consultation with the Town's attorneys regarding the Town's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. §38-431.03(A)(4));
- Discussion or consultation with designated representatives of the Town to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- Discussion, consultation or consideration for negotiations by the Town or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the Town (A.R.S. §38-431.03(A)(6));
- Discussion or consultation with designated representatives of the Town to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

Confidentiality

Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. §38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed against the person who violates this statute or who knowingly aids, agrees to aid or attempts to aid another person in violating this article. The Town is precluded from expending any public monies to employ or retain legal counsel to provide legal services or representation.

***The Council may discuss, consider or take action on any item on this agenda.
The Council reserves the right to consider any matter out of sequence.***

To accommodate all those who wish to address the Town Council and to facilitate the expeditious consideration of the agenda, it is requested that each person wishing to address the Mayor and Common Council under an agenda item limit his or her comments to a maximum of three minutes.

A. CALL TO THE PUBLIC

Citizens desiring to speak on any issue within the jurisdiction of the public body may do so at this time. Public Comments are limited to matters within the legal authority and jurisdiction of the Town. Speakers shall state their name before speaking and comments shall be addressed to the Town Council as a whole. Comments shall be limited to three (3) minutes per person. CITIZENS ARE EXPECTED TO ADDRESS THE COUNCIL WITH CIVILITY RATHER THAN PERSONAL ATTACKS UPON THE MAYOR & COUNCIL, STAFF, PERSONNEL OR OTHER PERSONS IN ATTENDANCE OR ABSENT. At the conclusion of the Call to the Public, individual Town Council Members may, (1) respond to criticism made by those who have spoken, (2) direct staff to review or follow up on the matter, and/or (3) direct that the matter be put on a future agenda.

You may speak in person or via Zoom at the Council meeting. You may pick up the Speaker Request Form at Town Hall and submit it to the Town Clerk prior to the Council Meeting. You may also fill out a Speaker Request Form online by NOON the day of the Council Meeting. Please check the appropriate box on the form to indicate if you will be speaking in person or via Zoom. The Zoom link and instructions for

calling into the meeting will be on the confirmation page once you have filled out the online form. [Please click here to submit an online form.](#)

If you wish to speak on a Public Hearing item and did not fill out a speaker request form to speak via Zoom, please use the "raise your hand" feature in Zoom to be recognized to speak.

B. CONSENT AGENDA

All Items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda Item, that item will be removed from the Consent Agenda and voted on separately.

- B.1. Consideration and action to approve the minutes of the Town Council Regular Meeting and Work Session held on October 9, 2024; and the Special Meeting held on October 16, 2024.

[Minutes for Payson Town Council - Regular Meeting - October 9, 2024.pdf](#)

[Minutes for Payson Town Council - Work Study - October 9, 2024.pdf](#)

[Minutes for Payson Town Council - Special Meeting - October 16, 2024.pdf](#)

- B.2. Resolution No. 3415 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, APPROVING AND AUTHORIZING CHRISTOPHER HIGGINS, MAYOR OF THE TOWN OF PAYSON, TO EXECUTE THIS RESOLUTION AND CERTAIN DOCUMENTS CHANGING SIGNATORIES RELATING TO THE VARIOUS ACCOUNTS MAINTAINED AT JPMORGAN CHASE BANK.

[Res 3415 Bank Signatory Stephen Otto.pdf](#)

[Staff Report - Res 3415 Changing Signatory Authority.pdf](#)

- B.3. Resolution 3416 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, APPOINTING THE HONORABLE DONALD GARVIN AS TOWN MAGISTRATE AND AUTHORIZING THE TOWN MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE TOWN OF PAYSON AND THE HONORABLE DONALD GARVIN TO PROVIDE MAGISTRATE SERVICES.

[Res 3416 Magistrate Services Contract Garvin.pdf](#)

[Staff Report - Res 3416 Magistrate Services.pdf](#)

- B.4. Resolution No. 3417 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING FINANCIAL POLICY 504 – PROCUREMENT POLICY.

[Res 3417 Procurement Policy JP.pdf](#)

[Staff Report - Res 3417 Purchasing Policy update.pdf](#)

- B.5. Resolution No. 3418 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AMENDING FINANCIAL POLICY 101 – GENERAL FINANCIAL POLICY.

[Res 3418 Finance Policy.pdf](#)

[Staff Report - Res 3418 Financial Policy update.pdf](#)

B.6. Resolution No. 3419 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, APPROVING AMENDMENT NO. 1 TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF PAYSON AND THE HOUSTON MESA FIRE DISTRICT RELATED TO FIRE AND EMERGENCY MEDICAL SERVICES FOR THE MUTUAL BENEFIT OF THE PUBLIC.

[RES 3419 IGA Houston Mesa Fire District Amendment to IGA.pdf](#)

[Staff Report HMFD Contract Extention 2024.pdf](#)

[Powerpoint Template 2024 amendment.pdf](#)

B.7. Resolution No. 3422 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AUTHORIZING THE TOWN OF PAYSON DRUG AND ALCOHOL POLICY; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR SEVERABILITY.

[RES 3422 Drug and Alcohol Policy - Authorizing.pdf](#)

[Staff Report - Res 3422 FTA Drug & Alcohol Policy.pdf](#)

[PowerPoint Presentation - Res 3422 FTA Drug & Alcohol Policy.pdf](#)

B.8. **AMENDED** - Council Decision Request filed by Tracie Bailey, Town Clerk, to approve the 2025 Council meeting schedule as attached; the schedule is subject to change as needed. ***[Moved from New Business to Consent Agenda at 2:28 p.m. on 10/21/24]***

[Council Decision Form](#)

B.9. **AMENDED** - Council Decision Request filed by Allen Rislund, Facilities Maintenance Manager, to approve a Janitorial Services Contract with Dust Wranglers, LLC, for an amount not to exceed \$465,000 for a three-year term, with two possible one-year extensions, and subject to annual appropriation. ***[Moved from New Business to Consent Agenda at 2:28 p.m. on 10/21/24]***

[Council Decision Form](#)

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

Brief presentation of current events by the Town Manager, Mayor, and/or Council Members. The Arizona Open Meeting Law specified 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.

C.1. Town Manager Report.

a. Digital Payson Update.

[Staff Report - Digital Payson Working Group update.pdf](#)

D. CEREMONIAL; ANNOUNCEMENTS; PRESENTATIONS; INTRODUCTIONS

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

D.1. Proclamation declaring October 29, 2024 as Payson Internet Day. Isaac Blake, Cahir

of the Digital Payson Working Group, will be present to accept the Proclamation.
[Proclamation Payson Internet Day.pdf](#)

D.2. Proclamation declaring November 1, 2024 to be Extra Mile Day. Teresa Purdy, volunteer at the Humane Society of Central Arizona, will be present to accept the proclamation.

[Proclamation Extra Mile Day.pdf](#)

D.3. Proclamation declaring November 2024 as Veterans Recognition and American Patriotism Awareness Month in Payson.

[Proclamation Veterans Month.pdf](#)

D.4. Presentation by Emily Linkey, Library Director, regarding a Certificate of Appreciation to the Library Friends.

[Certificate of Appreciation Library Friends.pdf](#)

[PowerPoint Presentation - LFOP Appreciation.pdf](#)

D.5. Presentation by Doni Wilbanks, Community Development Director, regarding the General Plan Annual update.

[Staff Report - General Plan Status Report.pdf](#)

[PowerPoint General Plan Status Report.pdf](#)

D.6. Presentation by Rod Buchanan, Project Manager, regarding the Schematic Design Concept of the Aquatic and Recreation Center.

[Staff Report - Aquatics and Receration Center Schematic Design.pdf](#)

E. HEARINGS AND APPEALS

There are no items in this section.

F. RESOLUTIONS AND ORDINANCES

F.1. Discussion/possible action regarding Resolution No. 3420 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AUTHORIZING THE LEASING OF CERTAIN REAL PROPERTY BY THE TOWN OF PAYSON, ARIZONA, TO PAYSON REGIONAL HOUSING DEVELOPMENT PURSUANT TO THE AMENDED AND RESTATED GROUND LEASE; AUTHORIZING AND DIRECTING THE MAYOR, TOWN MANAGER AND TOWN ATTORNEY TO PERFORM ALL ACTS NECESSARY TO EFFECTUATE THE AMENDED AND RESTATED GROUND LEASE .

[RES 3420 Payson Regional Housing - Ground Lease - Authorizing Resolution.pdf](#)

[Staff Report - Res 3420 GVA Lease Change.pdf](#)

F.2. Discussion/possible action regarding Resolution No. 3421 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, ARIZONA, AUTHORIZING THE DEVELOPMENT AGREEMENT BETWEEN THE TOWN OF PAYSON, ARIZONA, AND GREEN VALLEY II OF PAYSON, LLC, RELATED TO THE DEVELOPMENT OF CERTAIN PROPERTY LOCATED IN THE TOWN; AND PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS.

[RES 3421 Green Valley II of Payson - Development Agreement - Authorizing](#)

[Resolution.pdf](#)
[Staff Report - Res 3421 Development Agreement.pdf](#)
[PowerPoint - Res 3241 Green Valley II Development Agreement.pdf](#)
[DVA24-003 Application.pdf](#)

- F.3. **ADDED** - Discussion/possible action regarding Resolution No. 3423 captioned as follows: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF PAYSON, GILA COUNTY, ARIZONA, REPEALING TOWN RESOLUTION NUMBER 3409. **[Added at 10:00 a.m. on 10/22/24]**
[Res 3423 Repealing Resolution 3409.pdf](#)
[Staff Report - Res 3423 To Rescind Res 3409.pdf](#)

G. UNFINISHED BUSINESS

There are no items in this section.

H. NEW BUSINESS

- H.1. Council Decision Request filed by Larry Halberstadt, Town Engineer, to consider abandonment of a portion of a 60 foot wide easement for permanent public road and utilities across Gila County Parcel No. 302-40-023Z (410 N. Maranatha Street).
[Council Decision Form](#)
- H.2. Council Decision Request filed by David Staub, Fire Chief, to authorize the Town Manager to order two fire trucks. One fire engine, and one ladder truck.
[Council Decision Form](#)

I. MISCELLANEOUS

There are no items in this section.

ADJOURNMENT

Note: Pursuant to A.R.S. §38-431.03(A)(3), the council may vote to hold an executive session for the purpose of obtaining legal advice from the Town Attorney concerning any matter listed on this agenda. The information discussed at any Executive Session and the minutes thereof are confidential.

THE TOWN OF PAYSON ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. WITH 48 HOURS ADVANCE NOTICE, SPECIAL ASSISTANCE CAN ALSO BE PROVIDED FOR SIGHT AND/OR HEARING IMPAIRED PERSONS AT PUBLIC MEETINGS. PLEASE CALL 474-5242 TO REQUEST AN ACCOMMODATION TO PARTICIPATE IN THIS MEETING.

CERTIFICATION OF POSTING

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following location: Payson Town Hall bulletin board, 303 N. Beeline Highway, Payson, Arizona, on the _____ day of _____, 2024, at _____, in accordance with the statement filed by the Town of Payson with the Payson Town Clerk.

SUPPLEMENTAL DOCUMENTS

These items were discussed at the October 23, 2024 Town Council Meeting, but were not part of the agenda packet. They have been added to allow the public access to the documents.

Supplemental documents of the October 23, 2024 Council Meeting.

[F6 PowerPoint Presentation - Aquatic & Recreation Center Schematic Design.pdf](#)