



“The mission of the City of Safford is to make Safford
a great place to live, work, and visit”

**CITY OF SAFFORD - REGULAR COUNCIL MEETING MINUTES
MONDAY, JANUARY 23, 2012 @ 6:00 PM
PHELPS DODGE ROOM - LIBRARY**

PRESENT: Wyn “Chris” Gibbs, Mayor; Jason Kouts, Vice Mayor Council Member’s Danny Smith, Ken Malloque, Jacque Attaway, Mary Bingham, and Gene Seale.

STAFF PRESENT: David Kincaid, City Manager; Sandra Findley, Executive Secretary; Christine Fisher, Personnel Director; Rob Chesley, Public Works Director; Eric Buckley, Utilities Director; John Griffin, Police Chief; Don Knight, Director Management & Budget; Ann Waite, Finance Director; Randy Petty, City Engineer; Jan Elliott, Library Director; Dustin Welker, Planner/Downtown Manager, Jenny Howard, Projects Management Specialist, and Georgia Luster, City Clerk. Tom James, IT Specialist, assisted with the audio/video recording of the meeting.

OTHERS PRESENT: Rev. Bob Holliday, Valerie Buckley, Steve McGaughey, Chad Crockett, James D. Howes, Clark Bingham, Fire Chief, Greg Lorang, Bill Harmon, ADOT, Heather Honsberger, ADOT, Carrie Wilhelme, ADOT, Marie Freestone, Graham County Chamber and others who did not sign in. Kelly Van Sharr video-taped the meeting.

1. **WELCOME AND CALL TO ORDER:** Mayor Gibbs welcomed everyone to the meeting. He called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** A quorum of the Council was present (7).
3. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Gibbs led the Pledge of Allegiance to the Flag.
4. **OPENING PRAYER:** Rev. Bob Holliday offered the opening prayer.
5. **CITIZEN COMMENTS ON AGENDA ITEMS:** NONE
6. **PRESENTATION:** A.D.O.T. Representative(s) will provide presentation on the study to realign US Highway 191 south of Safford. (PowerPoint presentation attached).

C.T. Revere, Senior Community Relations Officer for A.D.O.T. for the Safford District, introduced the ADOT Team: Clark Cladanoff, Projects Manager (AMEC Engineering); Bill Harmon and Tom Engle, Safford District; Heather Honsberger, and Carrie Wilhelme, H.D.R., who assist with the community involvement of the project. He turned the time over to Clark Cladanoff to provide an update on the

progress of the Highway 191, U.S. 70 Corridor Study. He asked the Council to participate in the process by providing input and guidance towards the project. The public information meeting held last March was a very well attended meeting. He reviewed proposed alternatives, provided historic growth rate projections to the year 2040, existing and projected 2040 traffic volumes based on historic growth rate, projected land-use traffic forecast background information, impacts to existing highways, widening impacts in the vicinities of 8th Avenue, Relation Street in Safford, and Reay Lane in Thatcher. To avoid the impacts of restricted access and acquiring additional right-of-ways, a new highway corridor should be planned today for implementation by 2040.

Bill Harmon stated A.D.O.T. is working with local public officials and members of the community to provide possible corridor alignments. Two alternatives for consideration have been selected for further evaluation: 1) West US 191 -North US 70 Alternative and Existing US 191; and, 2) North US 708 Alternative. ADOT and the Federal Highway Administration are recommending the Northern US 70 Alternative corridor. Meetings with elected officials are planned in January and February. The next public information meeting will be held in March, 2012.

7. **PRESENTATION**: Jenny Howard provided a brief update regarding the status and progress of all ongoing and future utility projects to be constructed FY 11-12. (PowerPoint presentation attached).

- 69kV Transmission Line Upgrade
- Manhole Rehabilitation
- 200,000 Gallon Thunderbird Tank
- **Bonita 12" Line Phase I**
- Bonita (Solomon Infrastructure Replacement Phase II)
- Morris Wells solar Grant Study (WIFA)
- Gas Renewals

City Manager Kincaid noted the sidewalk project north of Highway 70 is coming along very well and has improved the area. He asked the Council to go by and look at the progress of the project.

8. **DEVELOPING NECESSARY CITY FACILITIES**: Philosophical discussion on approach to developing necessary city facilities. PowerPoint presentation attached.

City Manager Kincaid stated the genesis of this discussion began in 2008 with the defeat of the Bond Election for a Police Station and Fire Station. Also, off and on staff has continued to discuss the need for facilities to include more than just Police and Fire facilities. As a result, an architectural firm was engaged to provide a feasibility study of a Police Facility on a specific piece of ground. However, that

discussion blossomed into a broader discussion other than discussing just a police facility. He noted the presentation will touch on the Police site, but will get into a broader discussion about giving consideration to the need for city facilities. He stated the discussion tonight is an attempt to get the Council and staff to really look at and consider what is needed for city facilities that will accommodate its citizens in the future, rather than focusing on just police and fire facilities. Some of the City buildings are sound and some of them are not; therefore, staff and the Council need to begin to prepare for that time. He encouraged the Council to really consider facility planning options that will address future growth. The Council must decide if the City should consider a multi-facility city complex (consider building in phases), combined Police and Fire Facility, build separate Police Facility, build separate Fire Facility, build separate Public Works, build separate Utilities, etc. and to not focus on one direction. Questions such as, where should the Fire Station be located? Where should the Police Station be located? Where should City Hall be located? Should City Hall remain at its current location? Do we want to combine Public Works and Utilities? Do we leave Utilities and Public Works where they are currently located? Do we want to consider a City Hall Facilities? The City can begin to plan, design, decide how to finance, explore several locations to build such a facility or facilities that will accommodate the anticipate growth in the future. He introduced Robin Shambach and Frank Slingerland of BWS Architects to provide a discussion of where the City started and where it needs to go. He encouraged the Council to ask questions during the presentation.

Robin Shambach stated BWS Architects has been in practice in Tucson for twenty (20) years. She explained that BWS does a lot of municipal and county work all across Southern Arizona. She introduced Frank Slingerland who has many years of experience in Safford (prior firm). BWS is familiar with communities like Safford where the facilities may not adequately serve current or future needs.

Frank Slingerland stated that he has worked off and on with the City of Safford for fourteen (14) years and assisted with the Safford Facility Needs Assessment with the previous firm he was employed with. He has been involved with Studies of new city halls, joint-use studies for police and fire stations, separate police and fire station studies and completed an entire feasibility inventory study of Safford in 2000. Additionally, he has been involved with airport terminal and joint use aquatics studies with Thatcher and Safford. He noted he was involved with the building of the new Safford Swimming Pool. Robin Shambach provided an overview of the feasibility of a possible Police Station. She stated the discussion has evolved into a broader conversation about site considerations and the kinds of things to be considered at any site when thinking about a feasibility study for a variety of facilities. Secondly, a summary of the report will be provided. Thirdly, discussion about what the next steps may be because of the challenges found with the site. There were some advantages of this site but believes the challenges outweigh the advantages. She stated the whole process of the Study has led them to think more broadly about what the needs of the City might be. Time frames/durations will be

discussed and finally, project examples of what other municipalities have done will be provided. It was also suggested to visit other sites.

Robin Shambach stated any feasibility study considers:

- Location - whether it's a consolidation of facilities or individual components. What are the locations that serve the community the best? How people need to come and receive services from the City and how to make it effective for staff; and long range planning of land use.
- Size - What is the long term need? Will the site size serve ten years out with normal projected growth of the staff and the community.
- Constructability - Facts of the site - kinds of the things to consider that may add cost to the project. Things like topography - are there physical constraint on the site. For example, steep incline, drainage. Utilities - sewer, water, power and natural gas. The configuration of the site does affect the ability to build on the property.
- Access - What is the impact of accessing the property?
- Phase I Environmental Conditions - Conduct due diligence - Hazardous materials and understanding impact.
- Ownership/Availability - Are there enough contiguous properties to combine to make a viable site? What kind of processes would need to be put into place to appropriately acquire the property? Adjacent willing property sellers?

City Manager Kincaid commented that we take a lot of this for granted. He referred to the new Tombstone High School which was constructed, but had no access to the facility. The facility sat vacant for two and one half years.

Frank Slingerland provided a summary of a feasibility study for a Police Station at the northwest corner of 8th Avenue and 8th Street (vicinity of Mortensen property). He noted that parts of the existing property is not usable for this project (occupied properties - City Attorney Building, Minute Market and one other business office). He defined 1.69 acres is available property for the site. He pointed out that access to the site off from 8th Street is difficult because of the width of the existing street and heavy traffic flow. Additionally, access from 8th Avenue, there is no direct access to the site, but heavy traffic. Utilities are present. Easement issues regarding irrigation drainage through property. Approximately 24, 500 square feet would be needed for a police facility. He provided several concepts identifying buildings and parking listing the pros and cons. He noted that the parking structure increased the cost of the project significantly (\$1,606,500).

Chief Griffin pointed out that the concept is being considered for the future - 20, 30 40 years down the road so that the facility is not undersized.

Robin Shambach stated that although there are Pros and Cons to each option. The site and the configuration of the site did not allow any other options that didn't include structure parking and still provide adequate parking.

Vice Mayor asked why this particular site was selected. He inquired about the Birdno property on 14th Avenue that was considered. He believes locating facilities on vacant land would be more efficient.

City Manager Kincaid replied that discussion began on this particular site because the City currently owns the attorney building and the adjacent property came up for sale. He stated this process was really an exercise to get staff and the Council to really look at options that need to be completed for any site or City facility whether it would be a Police Station, Fire Station, City Hall. As a result of this exercise, this site was eliminated.

Mayor Gibbs questioned the need for a structured parking structure of 119 parking spaces. (Municipal Code requires 104 based on square footage of buildings).

Frank Slingerland suggested the Council consider updating the original Facility Needs Assessment that was conducted several years ago. He stated he was the team leader who interviewed every department, walked through city buildings and developed a needs assessment. A list was developed that included current needs, 5 & 10 year needs. The intent of the assessment was to provide an idea of where deficiencies might be, where the needs might be, and conditions of the buildings (are buildings structurally sound, ADA compliant, etc.)

. Update Facility Needs Assessment:

- **Inventory of existing facilities - Police, Fire, Courts, other services**
- Assessment of existing conditions
- Determine space needs- Interview each department, space program, growth for 5, 10 & 20 years, space standards
- Sharing & consolidation opportunities
- Determine general site requirements

Chief Griffin reminded the Council that they are not building an office for David Kincaid or John Griffin. The facility is the public face for the City of Safford made to provide services in areas that your citizens can come to get those services. This **isn't** really about the Police or Fire Department, or the City Hall or anything else. **It's** the public face for citizens who live in Safford to get the kind of services they deserve.

City Manager Kincaid also noted that staff and Council need to be cognizant of opportunities to co-locate with other governmental entities that may service some of the same needs.

Time Frames were Identified:

- Facility Needs Assessment: 3-5 months
- **Site Acquisition: 6 months - 1 year**
- Master Plan: 2-3 months (can be concurrent with Needs Assessment)
- Phase 1 Design: 8-12 months
- Phase 1 Construction: 10-18 months

Project examples: (Schedule visits to sites)

- Marana Municipal Complex
- Pima County Kino Health Campus

- Pima County Public Works
- Sahuarita Municipal Center
- **Oro Valley - Naranja Town Site**
- Santa Cruz County Master Plan
- Coolidge Civic Center
- San Xavier District Complex

City Manager Kincaid asked the Council to start thinking about the kinds of activities, projects, and events they want to see occur within the next 4-7 years. He stated an exercise of the Council will be done at the February Work Session to lay out the priorities the City Council would like to accomplish in the next four years. He noted such priorities will help develop and guide priorities for future budgets.

He stated a Brainstorming session will be held at the February Work Session for the Council to begin to identify items/projects they want done in the next four years and to complete a prioritization list to identify “Must Haves”, “Should Haves”, and “Could Haves”.

9. **ADJOURN:** It was moved by Vice Mayor Kouts, seconded by Council Member Bingham, and carried unanimously (7) to adjourn the meeting at 7:54:37 p.m. **MOTION ADOPTED**

APPROVED:

Wyn “Chris” Gibbs, Mayor
City of Safford

ATTEST:

Georgia Luster, MMC
City Clerk

CERTIFICATION

STATE OF ARIZONA)
) ss
County of Graham)

I hereby certify that the foregoing minutes are a true and correct copy of the council work session of the City of Safford, Graham County, Arizona held Monday, January 23, 2012, and approved at a Regular Council Meeting on February 13, 2012. I further certify the meeting was duly called, held and that a quorum was present.

Dated: February 13, 2012

Georgia Luster, MMC
City Clerk

