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Reid Helms

TOWN MANAGER'S REPORT

FEBRUARY 25, 2021

CONTENTS



03

MESSAGE FROM THE
TOWN MANAGER

04

HUMAN RESOURCES

05

POLICE DEPARTMENT

07

PARKS, REC & TOURISM

10

PUBLIC WORKS

12

FINANCE DEPARTMENT

16

END OF REPORT



MESSAGE FROM THE TOWN MANAGER

On February 23rd the Town Council began the difficult process of selecting its priorities for the next several years. This is not an easy process for our local elected officials, all of whom care deeply about our Town and its future. There are many needs to address in our community and no shortage of good ideas about how to make Payson an even better place to live, work, and play. All of these possible investments represent a range of priorities that the Town cannot fully address with its current revenue stream.

As a result, the Council must determine the relative priority among many priorities.

During this initial work session the Council talked about economic development, parks and recreation, public safety, roads, town facilities, and a community center. Most of these items have been historically identified by the community as “things needing to be improved or created”; they appear in community surveys, the Town's General Plan, the Town's Corporate Strategic Plan, the Town's 5-year Capital Improvement Plan and other relevant data sources. The Council made clear during this initial session that they wish to improve the Town's current assets, such as our parks and amenities, in addition to identifying other possible priorities.

Town staff will take the feedback provided by the Council and make draft amendments to the Town's planning documents. Staff will then prepare alternatives for the Council to consider, related to the scope and delivery methods of identified priority improvements and possible development of new amenities. This process is never easy, but great progress has been made as a result of this Town Council's commitment to work together as a representative governing body.

-Troy Smith, Town Manager

HUMAN RESOURCES

Interested in joining the Town of Payson team?

We are seeking candidates for the below positions:

Full-Time HR Analyst

Full-Time Deputy Town Manager

You can find additional information about these positions and other opportunities on the Town of Payson's "Jobs" page at <http://paysonaz.gov/Departments/hr/employment.html>. By clicking "Employment Subscription" under the Quick Links section on the left hand side of the page, you can also sign-up to receive an email notification each time there is a new job posted to our site.

In order to enhance the Town's ability to attract, retain, and motivate high-quality, enthusiastic people our compensation and reward programs are designed to be competitive and equitable. We partner with management in matters relating to personnel, striving to meet the unique needs of each individual department and to contribute to the Town's ongoing success.

The Human Resources Department is responsible for the administration of employee and retiree benefits, personnel policies and procedures, recruitment, employee training and development, risk management and administration of safety programs and compliance.



POLICE DEPARTMENT

On February 19th and 23rd, 2021 all Payson Police Department officers completed Search & Seizure Training as well as Implicit Bias Training.



Fingerprinting

The Payson Police Department offers both ink and digital fingerprinting by appointment ONLY.

Appointments must be scheduled 24 hours in advance, and your Name and Birthday are REQUIRED in the notes section of the scheduler.

**SCHEDULE AN
APPOINTMENT**

****Official Photo ID REQUIRED for all forms of fingerprinting.****

Digital Prints:

In order to register for a Clearance Card you must first submit your application to DPS via the Public Services Portal at [HTTPS://PSP.AZDPS.GOV/](https://PSP.AZDPS.GOV/). After submitting and paying for your application you will be provided a reference number that can be used to register for fingerprinting on the Gemalto website. There will be an \$8.25 transaction charge that will be paid through the Gemalto website after registering.

ALL Conceal Carry, Federal Firearms License and Dispensary clearance cards MUST be ink printed

Ink Prints:
Photo ID and appointment required.

\$5.00 for one print card
\$3.00 for each additional card

Cash or Card accepted



As of February 16, 2021 the Payson Police Department has opened its lobby to accommodate fingerprinting. With this, we have also implemented an online fingerprint scheduler. Fingerprints have to be scheduled 24 hours in advance and are done on an appointment-only basis. This allows time for employees to not only complete paperwork prior to the appointment therefore expediting the process, but allows time for volunteers to make the much needed Police Access to Homebound (PATH) calls to our elderly citizens.

POLICE DEPARTMENT

The IT Department and the Police Department have paired together to update the PD website not only visually, but functionally as well. The website is now more user friendly, eye catching, and the information is relevant to today's standards.



Body Worn Camera training is in the process of being completed. Cameras have been distributed to all officers and are being used out in the field.

The Police Department's record retention project continues. We have been able to log for destruction over 2,300 records from 2004.



PARKS, RECREATION & TOURISM

Brush Collection Site

The Temporary Brush Collection site remains active at the Payson Event Center. The site will be offered through the rest of the month of February, closing on March 1, 2021. The Town was fortunate to have Gibson & Sons make a trip to the site on Wednesday, February 10th to chip and haul 14 trucks loads of chipped material for the biofuels plant. Traffic continues at the site and as of Thursday, February 18th, the material was calculated at 6,800 cubic yards and growing.



PARKS, RECREATION & TOURISM

Programs Registrations

Youth Spring Soccer League has opened for registration through Wednesday, March 3rd. The league offers 4 divisions: PreK-K, 1st-2nd grade, 3rd-4th grade, and 5th-6th grade.

Adult Spring Softball League is also open for registration through Friday, March 26th. Two divisions are offered: Men's and Co-Ed, for those 18 years & older, and out of high school.



A new open league program has been created in the Disc Golf League. This open league encourages participants to play a minimum of six rounds of disc golf at our local course at Rumsey Park, at their leisure, and submit scores to be recorded within their division. League registration is open until Sunday, March 28th, and offers 17 & under, 18+ divisions, and family divisions, with different levels of play within each division.



PARKS, RECREATION & TOURISM



Spring Break Summer Camp

A new spring break camp, Mogollon Monster Movers, is being offered for ages PreK-6th grade. The goal of this program is to provide school age children, PreK -6th grade, an avenue to safely participate in physical activity and connect with their peers. Registration is open now until Sunday, March 7th. Two sessions of this camp will be offered. Session 1 will occur the first week of the Payson Unified School District spring break, March 15-19, and session 2 the second week, March 22-29.

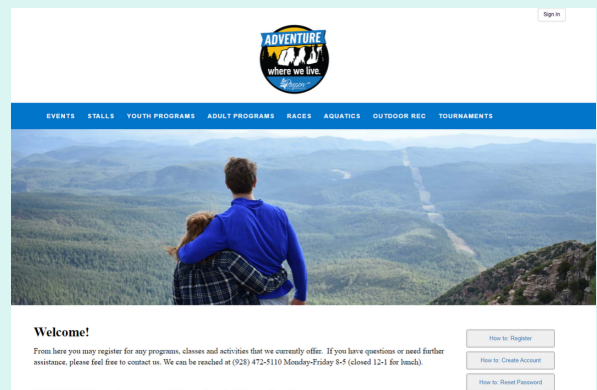
Participants can register for either session, or both! Each age divisions will be conducted at separate times at Green Valley Park throughout the week. Space is limited in each division, so register today!

Information & How to Register:

For more information or to register for any Parks, Recreation, & Tourism programs, visit paysonrimcountry.com or contact Parks, Recreation, & Tourism at 928-472-5110. In-office registrations can be completed with a scheduled appointment.

Registration Website:

The Town of Payson Parks, Recreation, & Tourism registration website (paysonparks.com) received an upgrade this past week. This site is the department's online registration platform connected to the internal registration software for events and programs. The registration site now models the same look as the Parks, Recreation, & Tourism (paysonrimcountry.com) site. The site was eligible for an upgrade and was able to be completed free of charge, with the contribution of staff time. Staff was also able to implement helpful resources for users to navigate the site, and step-by-step process on any "How To" within the site.



PUBLIC WORKS

Airport

On February 12, 2021, as announced by the Secretary of Transportation, Payson Airport will receive another round of funds under the Coronavirus Response and Relief Supplemental Appropriations Act (Public Law 116-260) (CRRSA). These funds will assist airport sponsors with addressing the COVID-19 public health emergency. The FAA is distributing these grants under the new Airport Coronavirus Response Grant Program (ACRGP). Payson Airport will use the \$13,000 grant to help fund costs related to operations, personnel, cleaning, sanitization, janitorial services, and combating the spread of pathogens at the airport.



Street Maintenance Division

Streets Maintenance Division continued to clean up the roadways and drainage facilities throughout Payson. For the past three weeks the two four-man crews have been clearing and hauling brush and broken limbs from the roads in town beginning on the south end and hitting every roadway until they cleared the final street on the north edge of Payson on February 19, 2021. Once the snow was melted, two days were spent blowing off sidewalks and curb islands. The pickup broom and kick broom has been whirling this entire time as well. In the upcoming weeks our patch truck will begin repairing potholes left by the storm, also working from the south northward through Town.

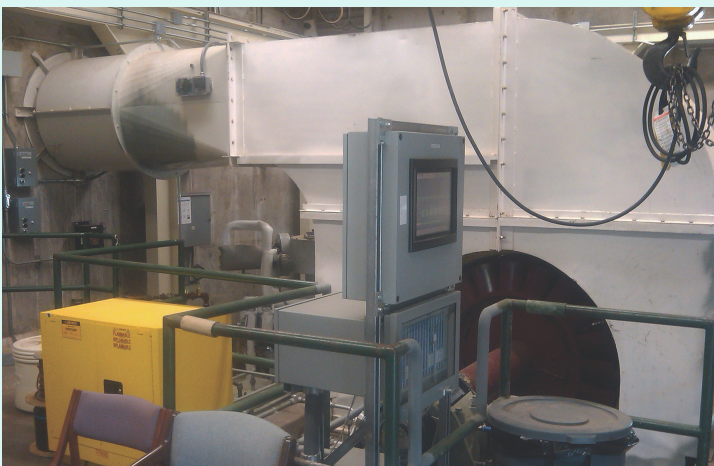
The Streets Maintenance Division is recruiting for a qualified mechanic. Interested applicants can find the job description on the Town of Payson's website at www.paysonaz.gov

WATER DEPARTMENT

The Town of Payson has partnered with the Salt River Project for the use of surface water from the C.C. Cragin Reservoir, giving the citizens of Payson a water supply that is plentiful, reliable, and high-quality. Utilizing a 13 mile long and 18 inch diameter transmission main for delivery, a 178Kva Pelton wheel hydroelectric generator, and a state of the art water treatment plant to seamlessly blend the surface water with the existing groundwater supply, the project has been a resounding success.

In 2020 the project was running at full capacity for the entire active season of May through December. During those eight active months, we were able to divert and treat 2694.71 acre feet of water. Consumer usage in the same period was up 14.36% in the current water year over the previous water year, with sales of 1627.48 acre feet, showing that our residents have begun to reap the benefits of our ample water source. With our consumer demands met, we were also able to inject 1170.98 acre feet of potable water into our ASR recharge wells for long term storage and drought sustainability.

With a thumb on the current pulse and an eye on the future, the Town of Payson Water Department is honored to serve the citizens of our scenic town both now and in the future.

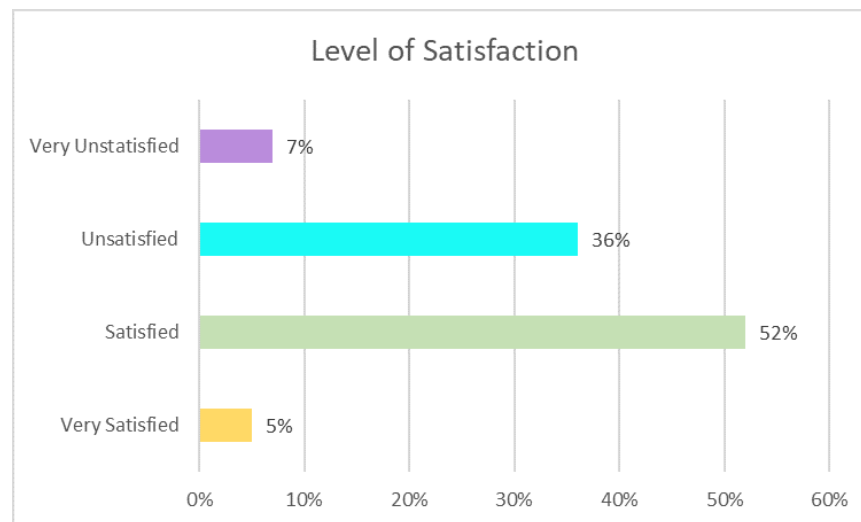


FINANCE DEPARTMENT

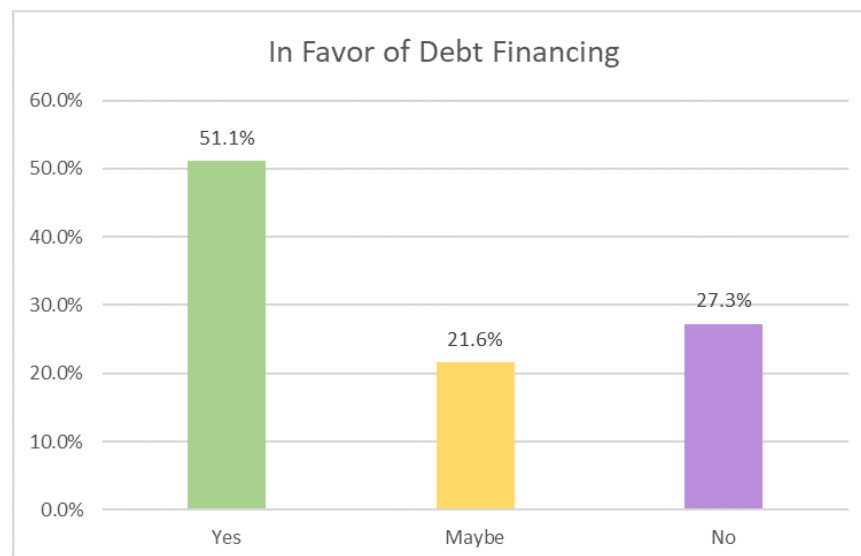
Capital Improvement Plan (CIP) Survey Results

As the Town of Payson prepares for the upcoming Fiscal Year 2021/2022 budget, the Town citizens were invited to take a survey to provide their input on what improvements or additions they would like to see within the Town. The survey was advertised in the Payson Roundup, the Town's website, and Facebook. Hardcopies of the survey were also available at Town facilities. We thank all of the citizens that participated in the CIP survey. Below is a summary of the survey results.

Are you satisfied overall with the current levels of service which the Town provides (Parks & Recreation, Public Safety, Streets & Ground Maintenance, Library, Airport, etc.)?

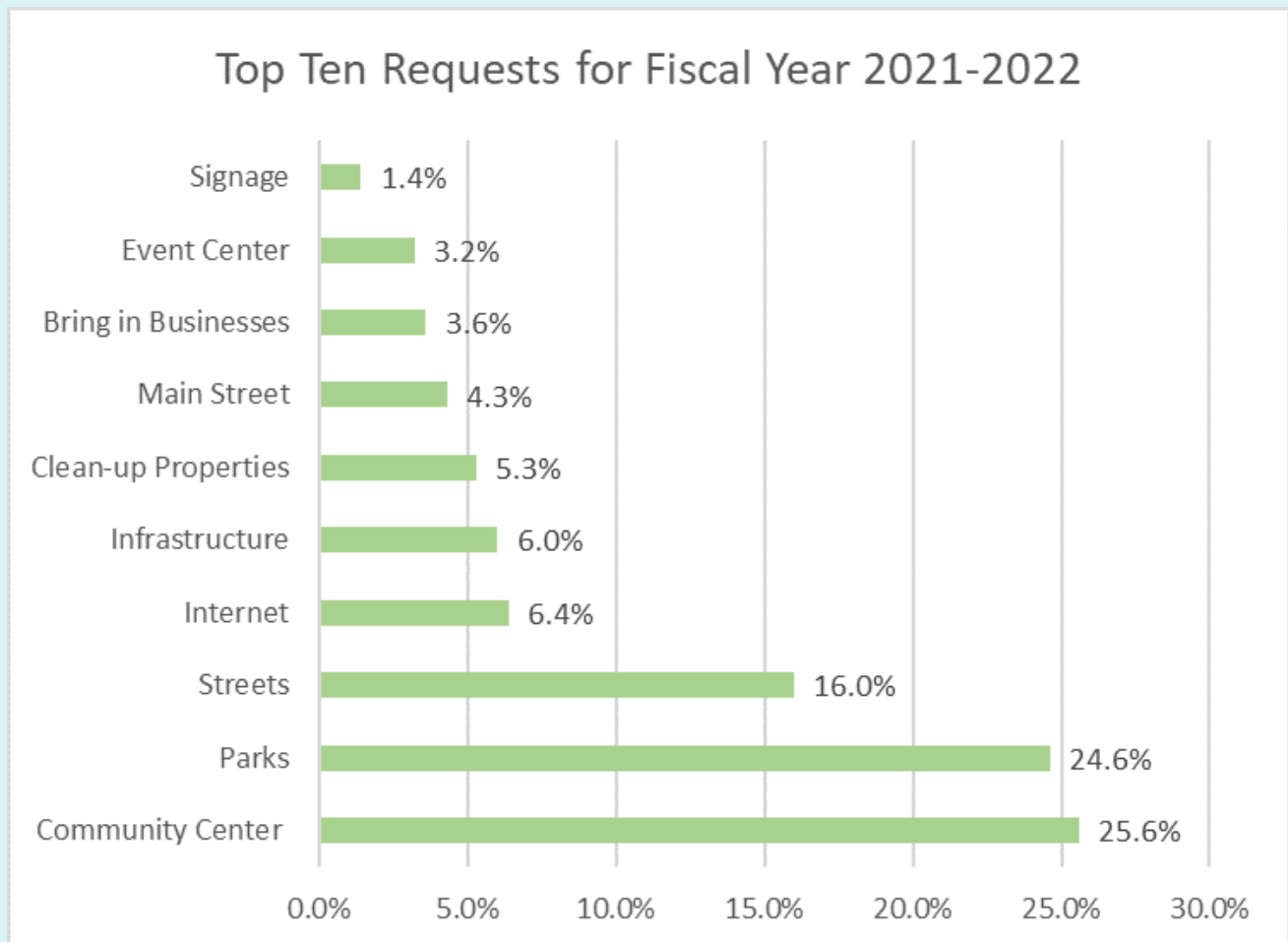


If there is no other source of revenue, are you willing to support debt financing to fund increased services, new programs, upgraded and new facilities or equipment?



FINANCE DEPARTMENT

What would you do to improve services, facilities, or infrastructure and what additions would you like to see brought forward?



To review the entire report, go to the link at <http://www.paysonaz.gov/CIP-Survey-Results-FY2021-2022.pdf>

FINANCE DEPARTMENT

Finance Professionals Highlighted

The Town of Payson was recently awarded the Distinguished Budget Presentation Award for the Fiscal Year 2019/2020 Annual Budget document. This is the 21st year of continuous receipt of this award. This award represents a significant achievement by the Town of Payson as it reflects our commitment to meeting the highest principles of governmental budgeting. Each year the Finance Department will publish and submit a budget document that meets program criteria as a policy document, an operations guide, a financial plan, and as a communications device to determine its eligibility for another award. Great job to Town Staff; and especially to our Budget Analyst, Tina Woody. Tina was vital in producing the 355-page comprehensive budget document.



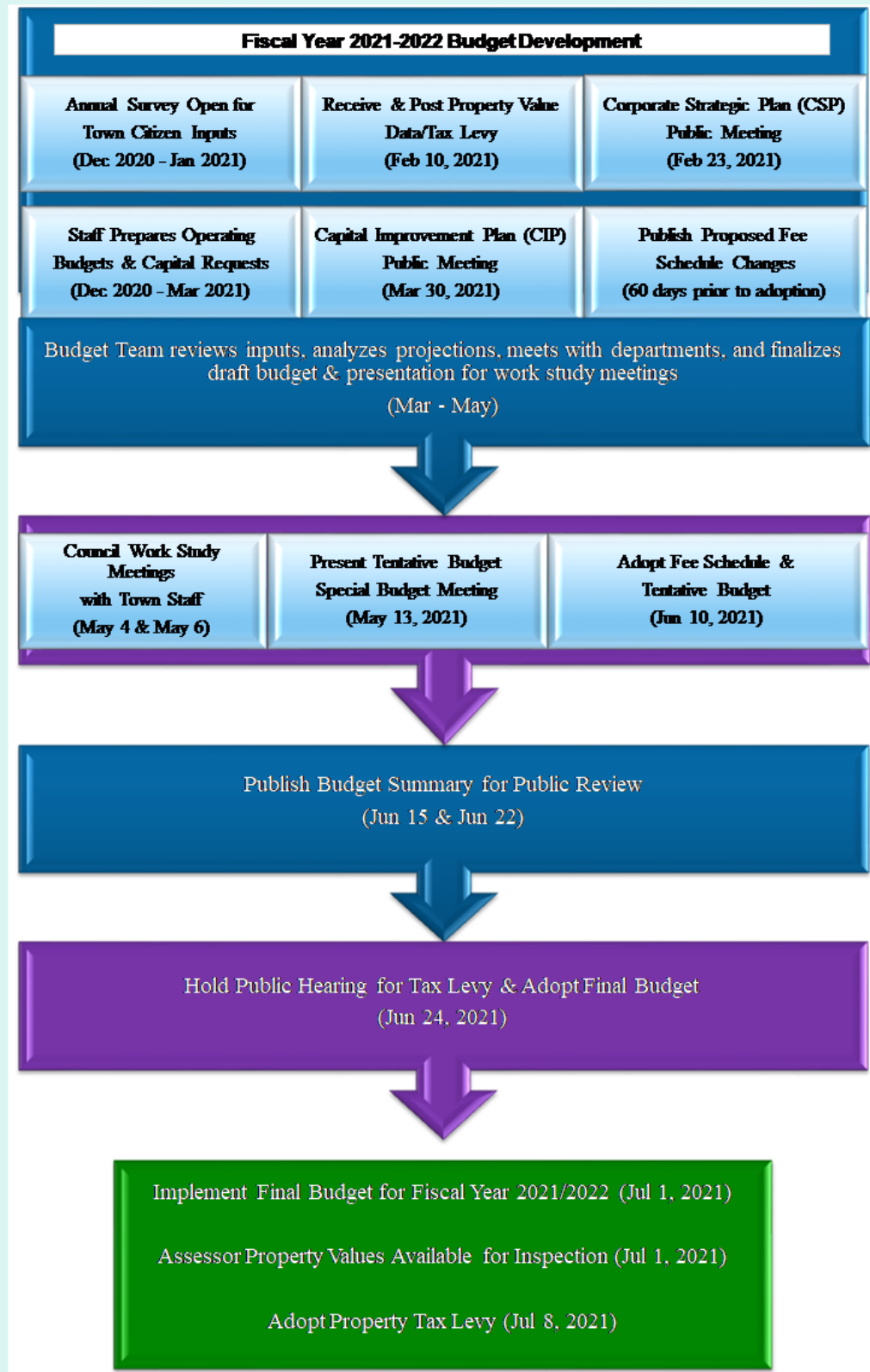
Did You Know?

The Water Department operates only from an Enterprise Fund. The Enterprise Fund is a self-supporting government-owned fund that sells goods and/or services to the public for a fee. User fees and charges for services are the primary sources of the enterprise revenue. These revenues are used for day-to-day operations, maintenance, repairs, and improvements to the Town's Water System. Improvements include the debt of the C.C. Cragin Pipeline project and the new water treatment plant

FINANCE DEPARTMENT

Budget Development & Upcoming Dates

The Finance Department and Town Staff are working diligently to develop the budget for upcoming Fiscal Year 2021-2022, which will be effective July 1, 2021. The Town encourages Citizens to participate by providing input and attending Council meetings. Here is a summary of the budget flow and upcoming dates.



End of Report

Next Report: March 11, 2021

