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TOWN MANAGER'S REPORT

MARCH 11, 2021

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MESSAGE FROM THE TOWN MANAGER

This document is developed and provided to help inform residents about what is happening with Town operations, services and programs; to answer frequently asked questions; and to encourage citizen participation in our local government. We aim to provide high quality programs and services to our residents in an effort to create a high quality of life. We welcome public comment and participation in the governance of our town. Residents are encouraged to join a council appointed board, commission or committee, speak at a council meeting during the public comment period, or fill out an [online comment form](#). Town staff and I are honored to serve the residents of our town; we are committed to excellence and welcome you all to join us in the spirit of service.

-Troy Smith, Town Manager

COVID-19 RELIEF PROGRAMS

FCC Emergency Broadband Benefit Program

On February 25th, the FCC unanimously adopted a Report and Order that established the Emergency Broadband Benefit Program, a \$3.2 billion federal initiative to help lower the cost of high-speed internet for eligible households during the on-going COVID-19 pandemic. The Emergency Broadband Benefit Program was created by Congress in the Consolidated Appropriations Act of 2021.

A fact sheet with information on the program's benefits, eligibility, timeline, etc. can be found at <https://docs.fcc.gov/public/attachments/DOC-370355A1.pdf>. For full information on the program, please visit <https://www.fcc.gov/document/fcc-adopts-report-and-order-emergency-broadband-benefit-program-0>.

Emergency Rental Assistance Program

In response to the COVID-19 pandemic, the federal Consolidated Appropriations Act, 2021 authorized financial rent and utility relief for Arizona renters and landlords to be administered at the state and local level. Renters and landlords in twelve Arizona counties (Gila County included) are able to apply for the Emergency Rental Assistance Program (ERAP) using the online ERAP portal. Applications will be accepted through the program's expiration on December 31, 2021 or until funding is exhausted. More information on the program can be found at <https://des.az.gov/ERAP>.

American Relief Plan

An additional federal relief package was passed this week which will result in additional funds heading our way. The Town of Payson is estimated to receive over \$3.7 Million which will be paid in two equal payments 12 months apart. The Town is monitoring the progress of this closely as many of the details have yet to be provided.



LIBRARY

Total circulation for the library in February was 2,735. There were 22 new library cards opened, bringing total registered patronage to 13,778.

The new library meeting room will be receiving new furniture and finishing touches in the coming weeks, and should be ready for use shortly.

As the risk for COVID-19 in the community continues to subside, the Library will begin restarting its recruitment process for the vacant Children's Specialist position. This is a 28 hour per week position that the Library would like to have filled by May to run the Summer Reading Program, so long as the COVID-19 risk level is low enough.

POLICE DEPARTMENT

During the week of March 1 - March 5, Sergeant Michael Hansen attended the in-person portion of the Arizona Peace Officer Standards and Training Board (AZPOST) Basic Leadership Academy. The Basic Leadership Academy is broken up into two phases. The first phase is five weeks of online courses and phase two is the in-person leadership block.

Sergeant Jesse Davies will be attending AZPOST Driver Instructor School March 8- March 18 in Phoenix. Once he is trained he will then assist in providing AZPOST required driver's training to the Payson Police Department.

During the week of March 8th, Tyler Technologies will be here to begin end user training for the Communication Center for the new software upgrade.

FIRE DEPARTMENT

Fire Department team members visited the E-One factory to conduct a final inspection on our first engine. Only five items were found for correction. We anticipate this truck arriving in Phoenix for the outfitting by our local vendor next week, with an anticipated delivery to Payson in the next couple of weeks. This will be followed by about 30 days of training and equipping of the truck before we have it in service.



The photograph below is of our second truck at the factory. We anticipate traveling to the factory the first part of April to conduct a final inspection on this truck.



The Engineer academy is progressing with this week being the last classroom day and the remainder being practical exercises. This class should graduate the end of April.

The new Reserve Firefighter Academy ended this last Saturday with three new reserves joining our ranks. Their graduation is this week.

PARKS, RECREATION & TOURISM

Youth Spring Soccer

As of registration close, the 2021 Youth Spring Soccer League has 225 registered participants, resulting in a 16% increase in participation numbers from 2020.

This league offers an organized recreational soccer league for youth ages PreK-6th grade.



Upcoming Adult Programs & Free Agent List

Adult Spring Softball Leagues are open for registration through Wednesday, March 24th. Men's & Co-Ed divisions are offered for those 18 years or older and out of high school.

Free Agent List: If an individual is interested in participating in adult league programming, but does not have a team, contact the Parks, Recreation, & Tourism Office for your name to be placed on our free agent list. Prior to the season start during the managers meeting, the free agent list is circulated to all registered team managers who are looking to add players to their roster.

PARKS, RECREATION & TOURISM

Town of Payson Easter Egg Hunt

With news of the annual Eggstravaganza not being able to be produced this year, the Town of Payson Parks, Recreation, & Tourism, with Zane Grey Kiwanis support as contributing sponsor, will host the Town of Payson Easter Egg Hunt at Rumsey Park on Saturday, April 3rd. The Easter Bunny will also be onsite to ensure families and youngsters can have their yearly photo opportunity. Age groups are outlined below, along with field location. Maps and more information to come via paysonrimcountry.com and on Facebook at Adventure Payson.

Ages 0 – 3 9:00 AM – Diamondbacks West Field
Ages 4 & 5 9:30 AM – Rumsey 1 Ball Field
Ages 6 & 7 10:00 AM – Diamondbacks East Field
Ages 8 & 9 10:30 AM – South Multi-Purpose Field
Ages 10 – 12 11:00 AM – Diamondbacks West
Special Needs 11:30 AM - Rumsey 1 Ball Field



PARKS, RECREATION & TOURISM

National Intercollegiate Rodeo Association - Payson's College Rodeo

For the first time, the National Intercollegiate Rodeo Association's Grand Canyon Region will be hosted at the Payson Multi-Event Center. With our amazing heritage and mile evenings, we know that rodeo fans will enjoy this addition to our rodeo calendar. Join the fun filled weekend, March 27-28, 2021. Pre-purchase your tickets at paysonrimcountry.com/nira. Tickets are general admission \$12, and those 5 years and younger are free.



Event Update: The Town of Payson received the great news that Payson's NIRA Rodeo has been chosen to be the regional championship site for the Grand Canyon Region for the 2020-2021 season. The top 2 teams in the overall standings and the top 3 individuals in the all-around from the Payson rodeo in March will qualify to attend the National Intercollegiate Rodeo Association Finals held in Casper, Wyoming each year. The Grand Canyon regional championship is typically held yearly in Socorro, NM.

The National Intercollegiate Rodeo Association Commissioner, Roger Walters has also announced that he will be making the trip to be in attendance for the Payson Rodeo held on March 27-28.

The Town of Payson would also like to thank all the community sponsors who have contributed in making this event successful!

Thank you to our sponsors:



COMMUNITY DEVELOPMENT

We will be welcoming a new team member to the Planning Department shortly. Anders Millman, Senior Planner, will be joining us from New Mexico to start at the end of March or early April.

The Golf Course Villas Preplat was approved with conditions by the Planning and Zoning Commission on March 1st. This is a 60 unit townhome project located adjacent to the Payson Golf Course club house which is also currently undergoing an expansion project. The townhome units will be a combination of 48 two-story and 12 single-story units. All units will have a 2-car garage and will be connected with walking paths to the course and other recreational facilities within the development.

The Community Development Department also received a zoning amendment application to the Timber Ridge Planned Area Development (PAD) at 300 W. Rumsey. The application is for a 32 lot single-family residential subdivision with 7,000 square foot lots. The original Timber Ridge project did not advanced to final plat and the property remains vacant. The land owner is hopes to portion off the north side of the property to a different developer. Some conditions of the original plan would need to be amended to make the new project work such as phasing, a traffic study and traffic calming, HOA requirements, and converting common areas tracts into easements. However, the changes are only minor in comparison to the original development.

Temporary signs and mobile storage units will be up for discussion at the Planning and Development Commission meeting in May. These items were created with sunset clauses so the discussion will centered around keeping the current code provisions and extend the sunset date, revert back to previous code language, or propose new provisions.

The business license application has a new online form set to go live in the upcoming weeks. We will update the community as things progress.

The rezoning and General Plan amendment for 1100 S. McLane will go back to the Planning and Zoning Commission on April 5th.

FINANCE DEPARTMENT

On March 30, 2021 at 3:00pm, Town staff will present to the Town Council the proposed Capital Improvement Plan.

What is the Capital Improvement Plan (CIP)? The CIP is a long-range plan of budgeting, purchasing, constructing, and maintaining the Town's capital assets. Capital assets include land and land improvements, building projects (new construction, additions, remodels), vehicles, and specialized equipment. Capital assets have a cost of over \$5,000 and has a useful lifecycle (depreciable life) of five years or longer.

The CIP ties the Town's plans to the Council priorities and community feedback, which is expressed through hearings, citizen advisory committees, surveys, and documents such as the General Plan and the Corporate Strategic Plan. During the CIP process, projects are identified. The process also matches projects with available funds through a combination of allocated revenues from taxes, user fees, state/federal grants, and debt financing.

In conjunction with the annual budgeting process, the Finance Department coordinates the Town-wide process of revising and updating the Town CIP. The Town's management team and staff from various departments participate in the extensive review of past projects and the identification of new projects for inclusion to the CIP.

Once projects are selected, the management team evaluates which projects need to be implemented over the period of five years. Determining how and when to schedule projects is a complicated process. The team must take into account all of the variables that affect the Town's ability to generate the funds to pay for those projects without jeopardizing its ability to provide routine operations and maintenance, ongoing services, and one-time emergencies.

The Town Council will review the proposed projects on March 30, 2021. Council will consider management recommendations, citizen requests (including the CIP surveys), and strategic priorities to determine which projects should be included in the CIP and when those projects should be integrated into the Town's annual budget.

Approved projects incorporated in the CIP will form the basis for appropriations in the annual budget. Some of the projects will have a short-term effect on the Town's operating budget. However, many projects will impact the Town's operating budget for many years to come.

FINANCE DEPARTMENT

The Town will build and maintain an equipment reserve fund to pay for capital equipment replacements. Each annual budget the Town will set aside an amount equal to the depreciation of the equipment capital assets, but only if there are available revenue sources.

Capital improvement life cycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget.

The CIP cycle incorporates these key phases:

Planning Phase	Defining/Formulating Phase	Program Decision-Making Phase	Implementation Phase
Long-Term Vision	Needs Identified	Projects Reviewed	Projects Constructed, Operated and Maintained
Comprehensive Plan	Specific Project Proposals	Projects Evaluated Against Needs/Plans	
Capital Improvement Plan	Project Financing Identified	Adoption of Funding Package	
Town Council Annual Goals			

End of Report

Next Report: March 25, 2021

