



Executive Report

May 2020

Focus Area 1

Economic Expansion and Placemaking - Strategic public and private investment in targeted areas that drives economic prosperity, growth, and creates a sense of place.

The Sahuarita Square project is on hold due to COVID19 pandemic economic interruption. Necessary tasks in support have been delayed in the immediate. Quarterly dialogue will continue with Pima County for a Waste Water Regional Facility.

Specific to workforce housing, Crystal & Co., has been selected to conduct the housing study. Work will commence June 12, 2020 and the study should be complete within 4 - 6 months. The intent of the study is to form an assessment of the current and future demand for a range of housing types and prices in the Town of Sahuarita and surrounding areas in unincorporated Pima County. The study will help policy makers quantify the need for the housing types and address the needs in the market area as well as expansion areas.

No substantial activity during the month of May for the following goals; **Goal 1.2: Increase jobs by 1,000 by June 2025, Goal 1.4: Increase development-ready (developable) sites for commerce and employment uses by 20 acres by 2025, and Goal 1.5: Increase Town corporate limits by 2000 acres by 2025.**

Focus Area 2

Outreach & Communication - Create ways for Town Council and staff to communicate and create community partnerships with residents as well as within the region. Engage with residents and foster a greater perception of transparency while creating ways to enhance sense of community and bring various neighborhoods together.

The communications team continues to use social media as a main platform to get information to the community. Facebook garners the most interaction, with Twitter followers growing. The Town's YouTube station also has gained more views as public service announcements are also posted there. The next initiative is communicating with businesses about the proposed Sahuarita COVID-19 Business Safety and Recovery Program. Public Service Announcements are being filmed in-house by communications staff. This past month a video was created with all council members thanking the community. To date it has received 1.3k views. The comms team will consider another Census PSA in the next month.

The comms team proactively tracks the number of social media new followers or people whom have interacted with us and sends a request to them to like and follow our pages. When community events begin again the comms team will be there in person engaging residents. The communications strategic plan is in progress with the goal of having a draft complete by the end of June. The 2021 community survey was put on hold during budget preparation. It will be revisited this coming quarter.

Staff will keep informed of conference and board opportunities and relay them to elected officials and staff. This action will be advanced as events and conferences present themselves. Currently, events are posted on the Town's social media as well as the town website.

Focus Area 3

Infrastructure - Building and maintaining the facilities that serve the basic needs of our community

May 2020 saw continued improvements in Wastewater Billing and Collections, Wastewater Operations, Streets, and Parks and Recreation facilities. Building and maintaining the facilities that serve the basic needs of our community is a top priority for the Town of Sahuarita.

Increasing the Overall Condition Index (OCI) for Sahuarita roads from “good” to “very good” is a goal for the Town of Sahuarita. The Public Works Streets Division performs regular preventative maintenance to extend the life of Sahuarita roads. Our Pavement Preservation Program is designed to ensure roads do not deteriorate. Year-round pothole patching and repair, pavement rejuvenation, and crack sealing occurs every year.

To meet the goal of increasing multimodal people-powered trail utilization by 30% by 2025, the Parks and Recreation Department is managing the La Villita Specific Plan, which is currently in draft formatting. Staff are working with the developer to include planning for trail connectivity to nearby subdivisions, separated paths along La Villita Road, and alignments to the Santa Cruz River/Anza Trail. The draft of the Sahuarita Square District Overlay Zone, which encompasses the La Villita Specific Plan, includes incentives for connectivity. A trail spine along the Santa Cruz River with options to travel either north or south from Sahuarita's core is a key component to increased trail use.

The Public Works Department continually works toward increasing the quality and access to utility services in the community. The Town continues to foster discussions with Pima County regarding the future of wastewater. These discussions focus around a regional wastewater facility that would help foster development and allow ease of access to wastewater facilities. Public Works attends SAWUA (Southern AZ Water Users Association) and AZWater events to stay connected with the water users in the region and gain knowledge of challenges, upgrades, and expansions forthcoming. Public Works also continues to participate in regional meetings to determine the feasibility of providing 5G infrastructure in the region and the Town.

To achieve the overall park acreage standard at 7 acres per 1,000 population by 2024, The Design Concept Report for the Sahuarita Square catalyst project was accepted by Town Council in March 2020. The document provides an initial plan for the type and amount of land and amenities within the project. Total acreage of the site is approximately 17 acres. The initial site master plan for 93 acres the Town acquired in December 2019 is in progress.

Focus Area 4

Community Well-being - Enhancing the quality of life in our community through services and amenities.

Although the Town of Sahuarita, our state and nation have been impacted and disrupted by the crisis of COVID-19, we continue to provide services and enhancements to create an outstanding quality of life for this community. Special events, consisting of large gatherings of persons, are currently not advisable in order to manage the spread of this highly contagious disease. The Town provided a series of popular drive-in movies on Saturday nights in May using the overflow parking lot at Quail Creek - Veterans Municipal Park. Virtual on-line recreation activities are also available. The Parks and Recreation Department is constructing new amenities at Quail Creek-Veterans Municipal Park, including pickleball courts, bocce, table tennis, and corn hole. This new "game zone" should be complete by mid June.

The Census was in the full education phase when the pandemic hit. We had planned to share Census information with the public at Town events, but unfortunately those were cancelled March through June. However, staff creatively made public service announcement videos and has continued to share the information on social media.

The Police Department has continued to provide community policing patrols and utilizes NIXLE to provide timely information and service announcements.

At their upcoming meeting on June 8th, the Town Council will consider renewal of contracts with agencies that provide food assistance, emergency housing, and veterans court services. The Town Manager will also present budget recommendations for public service delivery in fiscal year 2021, which begins July 1, 2020.

Focus Area 5

Highly Performing Organization - Cultivate a service-first culture by recruiting and retaining a highly skilled workforce that provides superior service.

Employees are sent monthly news letters, provided by the Hays Group, informing employees on how to live well and work well. For June, the news letter discussed how cleaning your home can boost overall well-being. Blue Cross Blue Shield also provided a free three month subscription on Unwinding Anxiety. This subscription is intended to help employees better manage their stress and anxiety with the recent pandemic.

A recruitment plan was developed for each vacant position for each department. Positions that were frozen in April have been posted and are currently in the recruitment process. Human Resources recruited for 10 positions for the month of May and are currently recruiting to fill 14 positions. Depending on the department and the position, a recruitment plan was developed for each position working with the department representative and Human Resources.

Human Resources is currently working on changing the process for evaluations to be completed in the Munis system. Human Resources will meet with Department Directors to get input and then managers and supervisors will be trained on the new process once the Munis upgrade has been completed.

P&B is currently implementing a cloud update that will accommodate more internet traffic and prevent system downtime. P&B staff is working to upgrade the look of the department webpage to allow for more flexibility, clearer directions, and easier navigation.

The Parks & Recreation Department created several fillable forms for the public to use and return online. The Planning & Building Department (P&B) made system changes that allow customers to auto generate building permits and receipts with the click of a button. Also, more options are now available to submit planning projects online.