



# ***Town Manager's Report***

## **January 2023**

## Contents

<b>Employee Recognitions.....</b>	<b>3</b>
<b>Major Department Highlights.....</b>	<b>7</b>
<b>Capital Improvement Projects.....</b>	<b>14</b>
<b>Capital Improvement &amp; Development Projects.....</b>	<b>16</b>

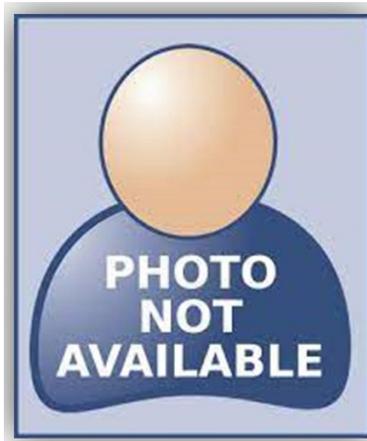


## Employee Recognitions

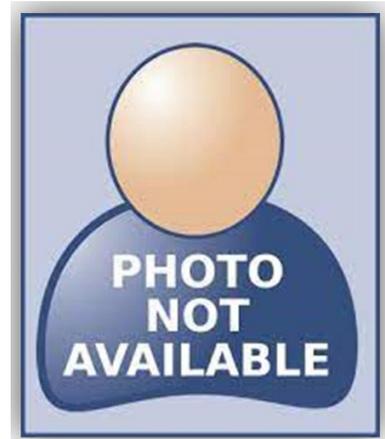
### 1 – 4 Years of Serving the Town of Sahuarita



Analieha Contreras  
Senior Office Assistant  
1 Year (1/3/2022)



Dakota Vu  
Police Officer  
1 Year (1/18/2022)



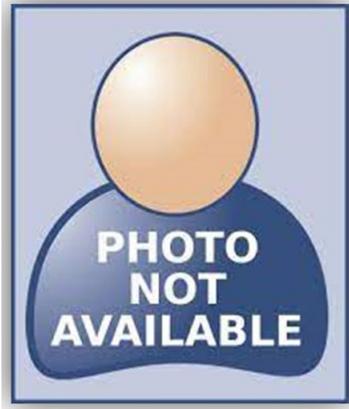
Alexis McBurnett  
Court Clerk  
1 Year (1/30/2022)



Dustin Sinclair  
Communications Specialist  
1 Year (1/31/2022)



Rafael Martinez  
Systems Technician  
2 Years (1/19/2021)



Ivan Cota  
Detective  
4 Years (1/7/2019)

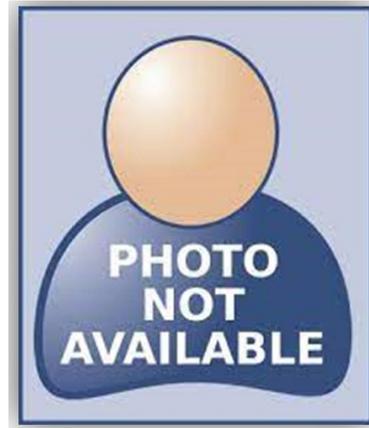


Emerick Martinez  
Police Officer  
2 Years (1/9/2021)

### 5 – 9 Years of Serving the Town of Sahuarita



Mark Felix  
Management Assistant  
5 Years (1/8/2018)



Denise Chiquete  
Police Officer  
5 Years (1/30/2018)

## 10 – 14 Years of Serving the Town of Sahuarita



Ronald Bishop  
Technology Manager  
13 Years (1/19/2010)



## 15+ Years of Serving the Town of Sahuarita



Darlene Dunne (Pope)  
Crime Analyst  
16 Years (1/16/2007)



Cmdr. Allred share the following:

**“Darlene has worked for the department for 16 years. She has provided invaluable information and statistics that helps us form decisions on staffing, including assisting with complicated investigations. Darlene is always happy to help and is an asset to our agency. I appreciate all her work and dedication!”**

## 15+ Years of Serving the Town of Sahuarita

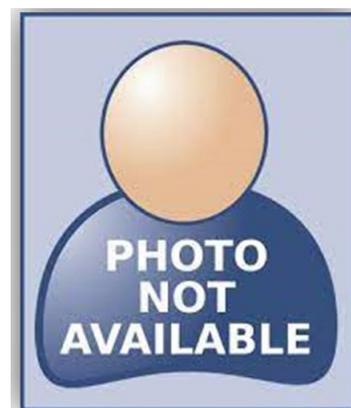
When I started in 2006, I was hired by an Interim Chief of Police who currently was the assistant chief at Oro Valley. He was covering until the town hired a new one. I started with the standard 16-week field training program in which I learned SPD procedures and applied them to the various calls for service that we received. We worked out of the old station located inside Duval Commerce Court and Duval Mine Road until we moved to our current location. At that time there were only 14 officers and three sergeants. We were small!

My initial duties were patrol and I worked primarily the swing shift and midnight shifts. As the years progressed, I attended several patrol-based training that included field officer training, general instructor training, highway interdiction courses, and many numerous other trainings that were mandated by the Arizona Peace Officers Standards and Training Board (AZPOST). My assignments after some years on patrol included: field training officer, corporal, bike patrol officer, neighborhood watch meetings, and later teaching new recruits report writing in our advanced basic training after they completed their basic law enforcement training.

I next transitioned into the Detectives bureau in January 2020. I attended many detective-based trainings, including basic detective school, search warrant school, homicide school, and advanced forensic interviewing training. The difference between being in the Detective bureau versus the Patrol bureau is that we see a criminal case all the way to the end. This means we are tasked with following up with witnesses and suspects, going over officers' reports to gauge what criminal charges apply, and subsequently making decisions on charges or presenting the case to the County Attorney for review. It is time-consuming but worth it when an individual is brought to justice and sentenced.

*Sgt. Navarrete shared the following:*

**“Detective Tony Bustamante, affectionately known as, “Booster,” is a 17-year veteran with the Sahuarita Police Department. Detective Bustamante started his career in law enforcement with the State Capitol Police, where he was assigned to the Tucson section, back in 1998. Throughout his career, Detective Bustamante has held multiple positions with the Sahuarita Police Department including Field Training Officer, General Instructor, Bike Patrol, Neighborhood Watch Coordinator, Corporal, and his most recent assignment, as a Detective within the Investigation Bureau. He has been married to the love of his life, Maria Bustamante, for over 23 years now and he’s a proud father of three children, two of whom are twins. He’s an avid sports fan and closely follows the Dallas Cowboys, the Arizona Diamondbacks, and the Phoenix Suns. He spends his leisure time fishing in the white mountains of Arizona and boating in Lake Havasu.”**



Jesus Bustamante  
Detective  
17 Years (1/17/2006)



## Major Department Highlights

### Police Department

The SPD UAV/Robotics unit successfully deployed the robotic dog, **Robi**, during a barricaded subject incident. The subject had reportedly shot a firearm from within his home out towards neighbors. Numerous attempts to negotiate with the subject had failed. Robi was able to be directed into different rooms of the home, providing officers with real time intelligence as to the subjects whereabouts. The PD will continue to work with and develop this type of technology where and when possible, to avoid putting officers in danger when not absolutely necessary.



Within the last month, the SPD has filled 5 officer vacancies! Ofc. Shane Vu graduated from the Cochise County Police Academy on December 8, 2022. Ofcs. Betsabet Ramirez, Antonio Buster, Zachary Woodrow, and Ricardo Trejo joined SPD as well, and they are all currently in the FTO program. We also added another ACO/CSO, Jamie Escalera!

## Planning & Building Department

The community outreach for the **Residential Zones Code Amendment** is now complete. While further outreach events will not be scheduled, staff encourages the community to contact us if they would like to learn more about the code update and provide their feedback. The next step in the process will be a study session before the Town Council anticipated for February 27, 2023, followed by public hearings. More project information, including staff contact information, is found here [online](#).

The department continues to keep a close watch on **permit numbers**. For December, we issued a total of 111 building permits. We issued 19 single-family home permits in December, bringing us to a total of 156 for the fiscal year (an average of 26 per month). This number is below the predicted monthly average of 40.1 single-family permits. Permit numbers for December are typically below average.

## Parks, Recreation & Community Services

The Winterfest was a huge success! **Winterfest** took place on December 17 at Town Hall. We estimate that 13,500 people were in attendance. The event itself was fantastic. Both the parade and the marketplace at this year's festival were the largest ones that we had ever witnessed. Staff would like to express our gratitude for all of the hard effort everyone put into making this event a success. Staff took some notes on the event, and we are already preparing some improvements based on what we have learned.



Our recreation staff has been busy with our **Winter Break Camp** and is planning for the upcoming **Spring Break Camp** and **Camp Sahuarita** which continue to be programs that fill up quickly!

If weather permits, the new playground at **Parque Los Arroyos** should be completed this month. The bulk of the equipment has been installed, so once the rubberized surface installation is complete, final inspections can occur.



January will be a busy month for our Parks staff. We are working to prepare Park grounds for several events this month, including **Art on the Lake**, **One-Stop Recycle Drop**, and **Sahuarita Classics Car Show**.

### Public Works

**Beth Abramovitz**, **Heidi Lasham**, and **Galo Galovale** have successfully completed the **ICMA High Performance Leadership Academy**.

This 12-week program was made to give individuals who work in local government leadership skills in organizational development and change management, negotiation and collaboration, effective communication, and how to get more value from high performance management. Congratulations!



### Finance

The **Government Finance Officers Association** of the United States and Canada (GFOA) presented a **Distinguished Budget Presentation Award** to the Town for its Annual Budget for the 2023 fiscal year. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is the highest form of recognition in governmental budgeting. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting.



The Town hosted **AZCIO** on January 13th in our Town Council Chambers for its first quarter of 2023 meeting. AZCIO is a group whose membership includes Chief Information Officers and technology leaders across the state of Arizona. Associates must represent a state or local public entity such as a municipality or county. Members meet every few months to discuss issues facing their respective areas and strategize on ways we can assist one another. Topics are put forward by the group for discussion with the hosting designee creating the agenda. Discussions are also held online; however, it is good to meet colleagues face-to-face to promote collaboration. Topics this month included AZ911, broadband initiatives, information governance and technology project management.

Economic Development staff and Shane Dille, Town Manager, met with **Precision Epigenomics**, in an effort to continue to support commercialization efforts by Dr. Mark Nelson. The presentation by Dr. Mark Nelson to leadership highlighted the Sentinel-10 multi-cancer early detection liquid biopsy test. Staff will continue to support Dr. Mark Nelson's efforts and the health and wellness opportunities it provides. Precision Epigenomics is a BizLaunch sponsored tech-start by Sahuarita Economic Development.



On December 21<sup>st</sup>, the Town celebrated the opening of **Quail Crossing Blvd.** The new surface road will enhance travel for Sahuarita residents and those living in the Quail Creek and Madera Highlands neighborhood. Residents will be able travel on Quail Crossing Blvd. extension, approximately 1.8 miles, that connects westbound at S. Old Nogales Hwy. and eastbound at S. Nogales Hwy. It is anticipated that Quail Crossing Blvd. extension will reduce travel time to S. Nogales Hwy and W. Duval Mine Rd./Interstate 19 interchange by 2.5 miles, or approximately 4 minutes. Information about the project and what to expect when traveling on Quail Crossing Blvd. can be found at [here](#).



**Dustin Sinclair, Communication Specialist**, completed the Digital Communication Certificate Program sponsored by the Public Relations Society professional organization serving community professionals and students. PRSA provided programs, events and leadership opportunities that furthers the career for communication professionals.



The EDPR welcomed **Melissa Mata** as the new **Economic Development Specialist**. Melissa previously worked as a Special Projects Coordinator with FC Tucson. As the Economic Development Specialist, she will be responsible for the **Grow In Sahuarita** business program, working with economic development partners such as the GVSCC, SBDC, and the U of A Center for Innovation. She will also actively market and communicate economic development successes, opportunities, and assets.

Melissa completed her Master's in Public Administration and B.S. in Public Management Policy and Criminal Justice from the University of Arizona.

**SOS (Sahuarita Optimistic Squad)**

**1st Place  
Planning & Building**

On December 13, 2023, SOS had its **Deck the Doors Contest**. Each department was tasked with decorating a door in their department for Holidays. It was a tough competition. Vice Mayor Egbert and Council Member Morales were the judges. The results were: 1st Place – Planning and Building; 2nd Place – Finance; and 3rd Place – Public Works.



**2nd Place  
Finance**



**Public Works  
3<sup>rd</sup> Place**



On December 14, 2023, SOS held its annual **SOS Holiday Party** in Council Chambers. SOS provided breakfast consisting of burritos, donuts, bagels, coffee, and hot chocolate. There were games to be played – Snowball Toss, Pin the Nose on Rudolph, and Musical Chairs. Gift cards from local vendors were awarded as prizes.

In addition to that, we held an Ugly Christmas sweater contest. Following a vote by all Town staff, **Carmen Tena** was determined to have received the most votes, followed by **Blanca Espino** in second place and **Galo Galovale** in third place.



1<sup>st</sup> Place - Carmen Tena



2<sup>nd</sup> Place – Blanca Espino



3<sup>rd</sup> Place – Galo Galovale

### Sahuarita Town Council

On Thursday and Friday, January 4 and 5, 2023, the Town Council, including members of the Leadership Team, met at the Quail Creek Country Club for a Council Pre-Budget Planning Retreat. The Retreat featured a variety of topics, including FY24 Budget, mid-year revenue and expenditure forecast, current and emerging issues, policy considerations, legislative priorities, and Strategic Plan recalibrate. Thank you to all who participated – it was a productive endeavor in setting the stage for a successful FY 2024 Budget process.



## Capital Improvement Projects

### Public Works Projects

The interactive Construction Updates page on the Public Works webpage has been updated. This page is typically updated quarterly to provide information on all active construction projects in the Town (CIP and developer projects). The Construction Update can be [found online here](#).

#### Quail Crossing Blvd Extension Phase 2

The grand opening of the **Quail Crossing Boulevard** extension occurred on December 21. The event was well attended. There are still some items that require completion, such as the landscaping and traffic signal, and Public Works will continue to work to resolve and complete these items.

The contract with the Ashton Co. has been extended to June 30, 2023, due to delays with UPRR.

#### Wastewater Lab Building

The wastewater lab building is substantially complete, and the project was completed within budget. A small grand opening celebration with Town staff is being scheduled for 10:30 AM, January 31, 2023.

**Then**



**Now**



#### Twin Buttes Public Works Building

The well drilling contract for the Twin Buttes property was approved by Mayor and Council at the October 24, 2022, meeting. The Contractor drilled the well to its initial planned depth of 800 feet; however, an additional 200 feet was needed to ensure well production was as originally designed. A change order in the amount of \$3,500 will be processed for the additional 200 feet and for a time extension to January 15, 2023. The extension was necessary due to hard rock being encountered in the 250 feet to 800 feet range. The bid opening for the Public Works Building and Garage project was held on December 21, 2022. Three bids were received:

- Concord General Contracting - \$4,772,000.00
- TSG Constructors LLC - \$3,997,000.00
- Division II Construction Company - \$5,348,745.00

Staff is in the process of evaluating the bids.

#### Bridge Maintenance/Repair

Ashton Construction started bridge repair work on November 15, 2022, working on a total of 15 bridges located in Rancho Sahuarita. The locations are based upon ADOT's inspection report recommendations and priority ranking completed by Psomas. The work includes bridge beam repairs and concrete patching for the Pima Mine Road bridge that was not included in ADOT's inspection report. Ashton is using an epoxy injection method to fix the concrete damages/cracks on the structures. Ashton is also performing minor grading and clearing at several areas, as assigned by Town staff.

#### Abrego Culvert Design

CMG Drainage Engineering is analyzing the Abrego Culvert and will be providing recommendations on improvements based upon analytical data from their study. At this time, CMG has completed surveying and will be identifying sewer manholes and drawing out the sewer lines and the adjacent area that will need to be avoided during work. CMG will be putting together hydraulic modeling prior to the design to confirm the culvert expansion and channel geometry.

## Building & Development Projects

### Development Plans:

- **Liberty Youth Academy:** The Development Plan and Landscape Plan for a private school were approved on 12/22/2022.

### Land Use and Zoning:

- **La Canada Rezoning:** An application is under review to rezone approximately 15 acres of land from GR-1 (Rural Residential) to B-1 (Local Business). The site is located on the east side of La Canada north of Duval Mine Road. The concept drawing for the site includes an apartment complex and possibly commercial uses. The site is located within an area planned for commercial land use and growth as designated by the General Plan. The public hearing process will begin with the Planning and Zoning Commission, tentatively scheduled for February 6, 2023.
- **Residential Zones Code Amendment:** A Town Council study session is tentatively scheduled for February 27, 2023. More project information can be found [online](#).
- Did you know that **Planning & Zoning project information** can be found [online](#)? Click on the link to go directly to the information page.

## Capital Improvement & Development Projects

[Please visit our interactive map to view town projects progress.](#)

