

MEMORANDUM

TO: Town Council
FROM: Fred Carpenter, Town Manager
SUBJECT: Payson Goal Plan Quarterly Report
DATE: June 28, 2007

Council adopted the Payson Goal Plan in April 2007. The time has now arrived for the first quarterly activity report on the PGP. I have prepared the attached report based on input from department heads and key staff assigned to each goal. After presentation at next week's meeting, we will post the report on the website next to the adopted plan.

Payson Goal Plan Quarterly Report
July 2007

Goal	Status
Airport – update master plan	Scheduled for Council action on August 2
Airport – develop business plan	On hold pending potential lease of airport
Alternate Route – planning study	ADOT instituted area wide study
Alternate Route – develop public support	Completed
Beautification – Establish design review committee	Completed – first committee meeting to be held July 3
Beautification – Commercial areas	Pending until completion of signage study
Beautification – Right of way standards	Pending until completion of signage study
Beautification – Standards for development	Pending until completion of design review committee process
Beautification - Neighborhoods	Pending
Citizens – Interactive follow up system	Set to go on line on the Internet July 9
Citizens – Development status report	Completed and on line at Town website
Citizens – Project status report	Completed and updated periodically/on line at Town website
Citizens – Freedom of information access document fee reduction	Pending
Citizens – All treated with respect	On going
Citizens – Use as volunteers	On going

Citizens – Survey TV 4 programs	Pending
Citizens – Answer desires	On going
Development – GIS system	Budgeted for 07/08 creation of parcel base map
Economic development – town image identity	Recommendation presented to Council – action pending
Economic development – sort out roles of various economic players	Pending
Economic development – define business fit and how to attract	Pending
Economic development – develop business retention program	Pending
Economic development – Make Town of Payson fun center and festival capital of Arizona	Pending
Economic development – Increase tourism by 25%	Pending
Economic development – Expand big four festivals to weekend events	Pending
Economic development – Make Payson’s 125 th anniversary celebration festival of the year in Arizona	Pending
Economic development – Define festival coordination and promotion needs	Pending
Economic development – Define Main Street parking need for festivals	Pending
Economic development – Develop a Main Street merchants association	Completed – Association active

Economic development – Finalize Main Street enhancement grant contract	Pending
Ethics – Develop a plan for Town staff, elected officials and elections	Presented to Council; to return for action on July 18
Event center – obtain definite proposals for Council review	Pending
Event center – sort proposals and make decisions	Pending
Finance – Develop customer friendly budget reports	Pending
Finance – Develop an operational capital budget plan	Pending
Finance – Develop a capital improvement plan	Pending
Finance – Decentralize budget	Pending
Finance – Define legitimate Town expenses	Pending
Finance – Overtime – define proper limits	Pending
Finance – Install new software system	Pending
Finance – Implement new software system	Pending
Finance – Performance measurement program	Pending
Fire safety – Update Public Safety Master Plan	Pending
Fire safety – Educate community in appropriate fuels management practices	Four seminars completed, educational materials available at library
Fire safety – Investigate changing fuel management	Pending

practices for form-based model	
Fire safety – Enforce applicable fuels management ordinances	On-going
Fire safety – Identify HOA contacts for Firewise Communities program	Pending
Fire safety – Meet with at least six HOAs regarding Firewise Communities recognition program	Meetings have been held with two HOA groups
Fire Safety – Assist at least one community annually with Firewise Communities program recognition	On-going with one community considering application for recognition.
Impact fees – Update all fees	Completed – Parks & recreation, streets and water impact fees all updated, new public safety impact fee instituted
Library – Expand library	Pending
Library – Enhance long distance learning capabilities	Pending
Library – Implement WiFi service	Complete – Library is now fully WiFi capable
Library – Complete biomass heating study	Pending
Parks & Rec – Finalize implementation plan with financing for Payson Area Trails System master plan	Pending
Parks & Rec – Finalize PATS implementation schedule and funding	Pending
Parks & Rec – Update master plan	Pending
Police – Update public safety	Pending

master plan	
Police – Develop a plan to make Payson a drug free zone	Pending
Police – Implement a plan to make Payson a drug free zone	Pending
Recycling – Develop and define a feasible plan	Pending
Recycling – Submit a plan for Council acceptance	Pending
Rodeo – Get stakeholders to work together	Rodeo steering committee formed and operational
Rodeo – Make rodeos week long events	Pending
Staff development – Identify needs for an employee training program	Pending
Staff development – Implement employee training programs	Pending
Storm drains – Develop a plan	Completed
Storm drains – Determine possible approaches and cost	Completed
Storm drains – Finalize plan	Completed
Storm drains – Implement financing plan	An additional \$120,000 has been budgeted for FY 07/08
Storm drains – Construct improvements	Construction currently underway on Aero/Ash drain project
Streets – Inventory all streets and prioritize need	Completed
Streets – Estimate costs of street improvement needs	Completed
Streets – Determine a financing plan	Completed for FY 07/08

Streets – Finalize improvement plan	Priority list approved by Council
Streets – Double budget for improvements	Two major projects included for FY 07/08 versus one for prior year
Undocumented workers – Ensure workers and renters are legal	Completed with adoption of business licensing procedure for works
Water – Secure a permanent water source – clearly define current status	2007 status report submitted
Water – Secure a permanent water source – Determine future needs	Pending
Water – Secure a permanent water source – Sort all possible future sources	Pending
Water – Secure a permanent water source – Develop a project plan for all potential uses	Pending
Water Conservation – Water harvesting – Define use and develop plan	Pending
Water Conservation – Gray water – define and develop use plan	Pending
Water Conservation – Expand use of water saving devices	On-going
Workforce Housing – Appoint a housing commission	Completed
Workforce Housing – Define need	Pending