

City Snapshot



A publication of the Employee Excellence Committee
December 2013 Volume 12 Issue 3



We elves try to stick to the four main food groups: candy, candy canes, candy corns and syrup.— Buddy the Elf

Another Year of Accomplishments

It's time again, to reflect on the accomplishments that city departments have completed during the past calendar year. Not all of them are as obvious as others, but they are all important to keeping Casa Grande running smoothly and keeping city residents glad they have made Casa Grande their home. In no certain order here are just a few of those accomplishments:

City Clerk's Office

- The office processed over 600 passports, with April boasting the highest number at 90. In doing so the department also garnered a successful Passport Services designation by obtaining an outstanding audit result from the US Department of State
- A successful Primary Election was held in March 2013. The primary included seats for Mayor and three council members.
- The 2nd Annual Plein Air Painting Event was held in February and brought out many accomplished and novice painters. Paintings are available for viewing in the Clerk's office

Public Works Department

Airport

- Completed South Terminal Apron expansion project that increased the amount of programmable hangar space by approximately 5 acres which will allow for another 37 hangars to be built.
- Hosted the Cactus Antique Aircraft and Copperstate Regional Fly-in that drew over 800 aircrafts and 8,000 visitors.

Engineering

- Construction of Airport South Terminal Apron for the 37 hangar spaces, funded by the FAA, ADOT and the City.
- Kortsen/1-10 TI: DCR Change of Access Study

Fleet Services

- Completed 482 Preventative Maintenance on city vehicles
- Completed 587 vehicle repairs
- Will be participating in an intern program with CAC in 2014 allowing a student to gain experience in a "real world" environment at no cost to the city
- Again, DOC inmates will be providing extra help and very low cost labor by performing light maintenance duties

Project Manager

- Completed preconstruction phase of the Main Library and the Communication Center projects
- Construction phase is now taking place

Streets

- Mill & Overlay Projects on Trekell Rd., Cottonwood Ln., Casa Grande Ave., and McMurray Rd., were completed. Project consisted of 4.5 miles of milling down old asphalt and .75 miles of partial reconstruction. Traffic detection video cameras for signal lights were installed within the project area
- Pavement preservation efforts and new striping were successful on Peart Rd., Trekell Rd., and Casa Grande Ave.
- A two mile stretch of unpaved roadway was double-chipped and sealed on Early Road. This work mitigated dust, alleviated grading expenses and provided an additional route to connect the southern portion of the Mission Royale subdivision.

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Glad You're My Co-Worker



Agustin Avalos, PIO, presented the December "Glad You're My Co-worker Balloon" to Officer Thomas Anderson. Agustin described Thomas "...as one of the best police officers he's ever met and thanked him for his efforts to bridge communications not only between the department and residents, but within the city as well." Congratulations to Officer Anderson!

December's Newest City Staffers



We now have our full staff of Communications Dispatchers with the addition of (L-R) Kareena Byrd, Tracy Nyhus, Amy Galbraith, and Pearl Salter. New Finance Director, Doug Sandstrom rounds out the November new hires. Welcome aboard!

Angel Tree Tags Available

Once again the city has received 65 Angel Tree gift tags to help less fortunate children in our area. Julie Martinez, Main Library, will head up the program. Tags are now available. Please contact Julie, Ext. 5140 to get your tag. All gifts collected will be distributed locally. Buy early as the deadline is December 9. Help make a child's holiday brighter.



Employee Recognition Luncheon

The Winter Employee Recognition and Awards Luncheon is scheduled for Wednesday, December 18 at Parks & Recreation. The catered lunch will be served to those employees who celebrate a 5, 10, 15, 20, or more years anniversary since July 1, 2013. Invitations will be sent to employees and his/her department director the first week of December. This a great time to recognize those of you who find the City of Casa Grande a great place to work.

Shooting Star Deadline Extended



Do you know someone you work with everyday that you believe exemplifies the qualities of great customer service, works well within not only your department, but with all departments, does his/her part to promote the city in its best light? If so, now is your chance to nominate that person for the Winter Shooting Star Award. The nomination forms have been simplified, but the inclusion of examples of outstanding performance are always needed. Nominations should be sent to Caren Rausis, City Manager's Office and will be accepted until **Friday, December 6**. Forms can be found on [CitySpace](#) under the EEC Links. The review committee will include at least one Department Director and two members of the EEC who will determine this winter's outstanding employee.

Holiday Potluck December 11

The Annual Holiday Potluck will be held on Wednesday, December 11, 11:30 a.m. - 1 p.m., at Grande Sports World. Set-up may begin at 9:00 a.m. Remember, if even one person in the department isn't taking part, the department must remain open. Don't forget to post your closing at least one day ahead (more advanced notice is encouraged). The EEC invites all departments to get into the friendly challenge by entering a table. Tables will be judged by the Mayor and Council with prizes going to first, second, and third places. Those of you wishing to enter your special recipe in the taste challenges are asked to enter by Friday, December 13. Judges will be Mayor and Council Members. Please contact Caren Rausis, Ext. 1080 for the food entry form.



Community Services was one of the many teams that got into the spirit during the 2012 festivities.

December Anniversaries

<u>Name</u>	<u>Years</u>	<u>Name</u>	<u>Years</u>
Jimmie Medrano	25	Richard Ramirez	7
Valerie Vanderpool	25	Melissa Marcucci	6
Gilbert Ross	24	Mary Allen	5
David Woodward	24	Quindy Carter	5
Stephanie Adams	16	Deborah Jewell-Cannon	5
Arthur Hicks	15	Greg Smith	4
John Minard	13	Jamie White	4
Andrew Miller	9	Sarah Hennessey	2
Wes Mitchell	8	Cynthia Irby	2
Kyle Wright	8	Dwight Williams	2
James Morgan	7	Dawn Jett	1
Larry Peterson	7	Daniel Sainz	1
Chad Price	7		



Electric Light Parade Saturday, December 7

December Birthdays

<u>Name</u>	<u>Date</u>	<u>Name</u>	<u>Date</u>
Mary Dill	1	Stanley Chavez	18
Ben Bitter	2	Edward Ford	18
Douglas Dammann	2	Margo Centner	19
Robert Farrington	2	Adam Walker	19
William Lebbs	2	Ramon Salinas	21
Christopher Western	5	Ralph Varela	21
Richard Haapala	6	Guadalupe Vidal	22
Gabriel Aguero	7	Nick Torres	23
Jaime Barr	9	Tim Church	24
Michael Hannah	10	Willis Currier	24
John Smith	10	Jay Hagstrom	24
Mary Allen	11	Tyler Miller	24
Jim Thompson	11	Kent Horn	26
Duane Eitel	13	John Parrish	26
Carol Bojorquez	14	Michael Tobie	26
Timothy Dunham, Jr.	14	Humberto Gutierrez	27
Brent Zimmerman	14	Clifton Sanders	27
Robert Dodson, Jr.	15	Michael Bloomer	28
Raul Marquez, Jr.	15	Martin Encinas	29
Curtis Meccia	15	Lisa Hartwell	30
Chris Lawson	16	John Holliday	30
Rick Cratte	17	Valerie Vanderpool	30
Christopher O'Neil	17	Carolyn Wukelic	30
Edith Regan	17		

Gift Cards in the Mail



This holiday season the grocery store gift card will be from Safeway. The Mayor and Council will be providing each employee with one \$15 card. The gift can be used for any food items of your choice. The cards are scheduled to be

mailed out the week of December 9 by Administrative Services. Please be sure to open the envelope (not just give it a toss) as lost or tossed cards will not be replaced. Happy Holidays from the Mayor & Council.

Outside Employment Reminder

Outside employment approvals expire at the end of each calendar year and new forms must be submitted for the new year. This policy applies to all outside employment, except off-duty work by sworn Police Officers coordinated by the department. The form is on the city's intranet under Administrative Services section in the Employee Forms list. Be sure to allow time for your supervisor/department director to review prior to sending to Admin. Services. If you have any questions please call Admin. Services.

EEC Golf Tournament

The EEC with the organizational skills of Fire Fighter Rick Beedle is holding its first Golf Tournament on Saturday, December 14. The Shotgun start is at 8:30 a.m. The cost of \$220/Foursome and \$55/Individual includes entry, green & cart fees, range balls, and awards luncheon. Prizes will be awarded to team placement,



longest drive, and more! All proceeds will benefit the Salvation Army's Angel Tree program. To sign up or for more information please RSVP to Rick Beedle at rbeedle@casagrandeaz.gov or 734-637-1010. You may mail or drop-off checks (made out to Rick Beedle) at Fire Station 501, 119 E. Florence Blvd. Friends and family are encouraged to join in the fun. All skill levels welcome!

Some Whacky Days in December

Date	
4	Wear Brown Shoes Day
6	Mitten Tree Day
7	Letter Writing Day
8	National Brownie Day
12	Poinsettia Day
18	Bake Cookies Day
21	Humbug Day
23	Festivus (for the rest of us)
24	National Egg Nog Day
27	National Fruit Cake Day
31	Make Up Your Mind Day

Accomplishments Continued.....

Sanitation

- Installed a new landfill scale house and moved transactions to the new location
- Converted 167 homes from alley pick-up to street pick-up in order to eliminate safety issues with trucks backing out of alleys

Wastewater

- In an effort to eliminate odor, changes were made in the operation of the treatment plant and a sewer cleaning in the collection system was developed and is ongoing

Fire Department

- The Technical Rescue Team consisting of 12 members was certified in Confined Spaces Rescue
- Three new recruits (currently in the academy) were hired to fill budgeted positions. They will begin in January 2014
- The department began working on its Strategic Plan in November.
- Continued ongoing K-6 Fire Safety education program within the elementary school district
- Responded to over 6,685 emergencies of which 77.34% were medical in nature

Community Services Department

- The **Main Library** is half-way through a \$1.7 million renovation and expansion to include a computer lab, outdoor patio, and children's reading area
- The Dave White Golf course changed its watering and fertilizing practices as well as the over-seeding method which has resulted in high customer satisfaction
- The Little League Complex underwent \$400,000 of improvements
- **Paul Mason Sportsplex** received new base anchors, batter's box stabilization and new portable outfield fencing for youth play
- The department collaborated with Radio Controlled Airplane enthusiasts on the development of an airpark on Isom Road across from the Elzy Pearson Shooting Range
- **Vista Grande library** continues to grow its teen readership and saw a steady increase
- Children's programs continue to draw new readers
- **The Dorothy Powell Adult Senior Center** actively participates in a number of special events from Trunk 'R Treat to Senior Prom to a new event, Cinco de Mayo

Finance Office

- Received the GFOA's Distinguished Budget Presentation Award
- Expanded the use of ADG software with fixed assets and electronic time sheets
- Utilization of online payments increased by 17%

IT

- Implemented several new systems including, Watch Systems OffenderWatch for Police; NetMotion Wireless Locality for public safety to assist in receiving wireless signals; deployed new Work Order system; completed GTG GeoBlade in-car mapping system; completing major infrastructure upgrades to protect safety & accessibility of data and more

Administrative Services

- Created an electronic process to let employees know his/her checkstub deposit information
- Managed the insurance benefits renewal process

- Assisted with salary market study

PIO

- Continues to update city's Channel 11 public access station
- Published new Recreation Connection newsletter 6 times a year
- Produced new animal adoption program "Parade of Paws" with Animal Care & Adoption Services
- Produces City Scene, covers various city functions, continues to broadcast City Council Meetings and has moved those to online availability

City Manager's Office

- Worked closely with other departments and state agencies to create the Sun Corridor Metropolitan Planning Organization which will plan future transportation modalities for members
- Initiated the "Life on Main" project to develop and enhance the downtown experience
- Participated in the Casa Grande Workforce Development initiative
- Increased the city's role in economic development
- Developed a plan to install solar energy throughout city properties

City Attorney's Office

- Continues to develop a plan to collect on unpaid utility bills and pursued collection efforts through the courts.
- Worked with departments to negotiate agreements for several major projects

Police Department

Patrol Division

- Responded to over 31,300 calls for service
- Drove in excess of 725,000 miles to provide services

Criminal Investigations

- Conducted follow-up investigations on more than 570 criminal cases
- Special Unit Enforcement Unit Detectives partnered with the US Marshal's office to arrest over 460 criminal offenders
- Narcotics Unit Detective arrested more than 130 offenders

Special Operations

- Continued to work with 122 active Neighborhood Watch Program members and 15 active Crime-free Multi-Housing members
- Worked to keep residents informed of police department activities through newspaper, social media, and other local communications outlets
- Volunteers donated over 18,327 hours to the department

Animal Control

- Hosted several open houses and special animal adoption events
- Held two rabies/vaccination and licensing clinics
- Continued to receive grant funding of its low-cost spay/neuter program
- Through state license plate funding was able to spay/neuter 156 animals to prepare for adoption

Communications

- Replaced computers at each dispatcher position to run multiple programs
- Installed back-up generator on the radio transmitter using grant funding
- Evaluated and implemented a two-way radio replacement

Accomplishments Continued.....

Planning & Development

Code Enforcement

- Successfully continued the Abandoned/Dilapidated Home Program which included 154 abandoned homes yard's cleaned and boarded up to secure
- Five unsafe structures demolished

Housing Program

- Thirteen homes were rehabilitated under the Owner Occupied Rehabilitation Program
- Thirty-three foreclosed homes were provided with rehabilitation and down payment assistance through the NSP3 Program

Building & Plan Review Division

- Processed 174 Residential Building Permits and 25 Commercial/Industrial Permits, a significant increase from 2012 permit level
- Issued 119 Building Permits for new single family homes, double that of 2012

Planning Division

- Implemented new permit review time frames and procedures in compliance with the Regulatory Bill of Rights requirements
- Processed 136 land use project applications up 30% from 2012

City Court

- Trained volunteers to use livescan to increase the number of convictions reported on individual's criminal history records to DPS
- Utilized volunteers to assist as bailiffs in the courtroom
- Continued to utilize home detention as an alternative sentence
- Intercepted \$40,000 from debtors' Arizona State Tax returns

For more information be sure to read the [2013-2014 Budget](#).