



MEMORANDUM

Date: November 30, 2022

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshner 
County Administrator

Re: **Transition of Suzanne Shields from Director Position and Appointment of Eric Shepp as Regional Flood Control District Director**

I have approved the requested resignation of Suzanne Shields as Regional Flood Control District (RFCD) Director and her transition to a part-time Unclassified Program Manager position within RFCD. Ms. Shields recently informed me that she had been considering retirement, but remained interested in working on several projects of importance to Pima County. These projects are outlined in a work plan developed with County Administration (Attachment). In transitioning to this new role, Ms. Shields is resigning from the Director position and transferring to another County position; she is not retiring from the County.

Ms. Shields contributions to the County since 1993 have been numerous and invaluable. She has led and significantly contributed to development of countless flood control and environmental enhancement projects including The Chuck Huckelberry Loop; Arroyo Chico stormwater detention basins; Kino Environmental Restoration Project; Paseos de las Iglesias project, Canoa Ranch pond restoration and many others. Ms. Shields is also responsible for the County receiving a prestigious FEMA National Flood Insurance Program Community Rating System designation as a Class 3 community, placing us among the top 1 percent of communities in the nation.

Ms. Shield's transition will enable the County to continue to benefit from her vast skills, experience and work efforts. The effective date for the transition is December 18, 2022. This assignment will be evaluated in one year to determine the status of the work plan projects and whether to continue Ms. Shield's appointment to this role.

Effective upon Ms. Shield's transition, I am appointing Mr. Eric Shepp as Regional Flood Control District Director. Mr. Shepp is currently the RFCD Deputy Director and is responsible for executive level activities including budget administration and personnel management, as well as capital improvement projects delivery, floodplain management, watershed studies, and development and implementation of a Floodplain Management Plan and Integrated Infrastructure Management Plan.

He possesses twenty-seven years of professional experience in the areas of civil engineering, floodplain administration and environmental compliance. Mr. Shepp is a registered

The Honorable Chair and Members, Pima County Board of Supervisors
**Re: Transition of Suzanne Shields from Director Position and Appointment of Eric Shepp as
Regional Flood Control District Director**
November 30, 2022
Page 2

professional engineer in the state of Arizona and has a Bachelor's of Science in Civil Engineering and Masters of Environmental Engineering from The Johns Hopkins University.

I am pleased to make the appointment of Mr. Shepp and I am confident in his ability to lead RFCD into the future with a continuing commitment to service excellence and innovation.

JKL/anc

Attachment

- c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works
- Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer
- Steve Holmes, Deputy County Administrator
- Suzanne Shields, Director, Regional Flood Control District
- Eric Shepp, Deputy Director, Regional Flood Control District

SUZANNE SHIELDS, P.E.
PROGRAM MANAGER, UNCLASSIFIED
WORK PLAN

1. Canoa Ranch In-Lieu Fee Mitigation Area

Complete the In Lieu Fee Development Plan for the first 30 acres of the Canoa Ranch In-Lieu Fee Mitigation Area. After over two years of review and discussion with US Army Corps of Engineers (Corps), this ongoing project is near completion. The Development Plan addresses long-term management and monitoring requirements for the mitigation work. Last year, the Corps developed new guidance for managing and monitoring, which needs to be incorporated into the Development Plan for formal approval by the Corps. It is in the best interest of the County for me to continue as the District's lead until final approval by the Corps and the Board of Supervisors.

2. The Chuck Huckelberry Loop

The Loop's completion and success is due to a small number of individuals led by the former County Administrator Mr. Huckelberry: Andy Dinauer, former NRPR Director Chris Cawein and me. There are still some items to be addressed for long-term maintenance and planning of future improvements including:

- a. Lead a small number of staff to rethink The Loop's plan to include interim improvements, potential modifications to improve/upgrade the existing path as well as planning for proposed future alignments. There are challenges and opportunities to future extensions of The Loop to Vail, Green Valley and Catalina. This work may take some time to fully complete, but I would like to at the very least begin developing the plan and ultimately presenting it to the public for their input.
- b. Assist in the evaluation of e-bikes or other electrical recreational vehicles such as small scooters on The Loop and trail system including recommendations for potential modifications to segments of The Loop.
- c. Develop a Maintenance Plan for pavement preservation, traffic calming measures and user safety needs to adjust to the high user demands.

3. SAPCO Water Demands

Support SAPCO by identifying ways to reduce County water demand. Water resources issues are looming and there are opportunities for the County to lead in conservation. I would like to prepare a study with NRPR and the Stadium District to evaluate County facilities, primarily active use parks with turf, to identify the water saving actions currently in use, and identify future opportunities to reduce water demand and look at the potential to increase the use of stormwater as a water source.

4. Water Working Group

Participate in the Water Working Group to assist the County in developing a strategy to address water scarcity issues as well as costs of future infrastructure for water storage and conveyance. At some point, Michael LeBlanc may transition into this assignment.

5. Catalina Regional Park

Create a report on the opportunities and constraints along with recommendations for potential future improvements, as the original 2005 concept plan is out of date. I have an abundance of information and knowledge regarding the history of acquisitions, floodplain conditions and constraints, and adjacent land uses including ranching and open range challenges. Finally, the report would identify needs after the 2022 summer flooding (post Bighorn Fire) as well as the additional lands acquired in the past few years. This report and a summary will document the current uses, and provided to the Catalina community as part of the park planning process.

6. Waters of the US and Arizona Protected Waters

Retain my role in reviewing the impacts of any proposed new regulatory actions on County operations. The definition of the Waters of the US has changed numerous times in the last 10 years. The District has taken a lead role in evaluating the impacts of this moving target, as well as the state's recent regulatory activities to create additional surface water protections.

7. Various Tasks

Provide input on other various tasks including assisting with grant proposals, as needed.