



CITY OF SURPRISE
Regular Council Work Session
16000 N. Civic Center Plaza
Surprise, AZ 85374
Tuesday, April 4, 2023 @ 4:30 PM
COUNCIL CHAMBERS

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Proclamation and Community Acknowledgements
- E. City Manager Report
- F. City Clerk Report
- G. Call To The Public

INSTRUCTIONS: In order to address the City Council, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the City Clerk before the meeting begins.

[Download the Call to the Public form](#) (PDF download requires Adobe Acrobat Reader)

[Fill out the Call to the Public form online](#) If submitting form electronically, please submit to City Clerk at least one hour before the meeting start time.

The Call to the Public form is also available at the front counter.

Note: A.R.S. 38-431.01(H)- During this time members of the public may address City Council only on issues within the jurisdiction of the City Council which are not an item on the agenda. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

Please be aware that Council Members may not discuss or respond to matters raised during call to the public that are not specifically identified on the agenda. Council Members may however, in their discretion, discuss or respond to relevant matters raised during a noticed public hearing or agenda item.

H. Regular City Council Work Session Agenda

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|---|
| 1. | Citywide | Presentation and discussion pertaining to an update of City of Surprise Economic Development. | None |
| | | | Jeanine Jerkovic
Economic
Development |
| 2. | Citywide | Presentation and discussion pertaining to the City of Surprise's participation in the Arizona Division of Occupational Safety and Health (ADOSH) Public Entity Partnership Program (PEPP). | Robert Wingo
Legal |

- | | | | |
|----|----------|--|---|
| 3. | Citywide | Presentation and discussion pertaining to the Veterans, Disability & Human Services Commission Community Legend Award program. | None

Danielle Osborne
Human Svcs and
Comm Vitality |
|----|----------|--|---|

I. Other Business and Future Agenda Items

J. City Council Reports

K. Executive Session

For information Purposes; Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, but for only the following purposes:

- discussion or consideration of personnel matters (A.R.S. §38-431.03 (A)(1));
- discussion or consideration of records exempt by law from public inspection (A.R.S. §38-401.03 (A)(2));

L. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: Thursday, March 30, 2023 @ 2:00 PM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE Regular Council Work Session

Council Meeting Date: April 4, 2023

Contact Person: Jeanine Jerkovic, DIRECTOR -
ECON DEV

Submitting Department: Economic Development

District: Citywide

Staff Recommendations: None

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to an update of City of Surprise Economic Development.

Motion:

No motion

Background:

As a continuation of the October 11, 2022 City Council retreat, the Economic Development Department will provide a commercial demand analysis and update.

Objective Analysis:

The October 2022 retreat explored: (1) commercial properties most frequently marketed by Economic Development; (2) the city's available commercial real estate profile; and (3) the impact of multifamily versus retail development on the local economy over time. As a continuation of this, Economic Development will share: (1) retail and healthcare demand analysis; (2) land capture needed to meet the demand; and (3) additional market considerations.

Policy Compliant:

The City Council Strategic Plan Economic and Cultural Vitality strategic priority is as follows: "Promote a healthy economy through strategies that add employment, attract new businesses and capital investment; support opportunities for veterans and people of all abilities and income levels to thrive; provide tourism and cultural opportunities." This priority requires the examination of the local market's demands and future growth opportunities to meet that demand.

Financial Impact:

None at this time; however, topics covered may lead to future action which may have a fiscal impact.

Budget Impact:

None at this time; however, topics covered may lead to future action which may have a budget impact.

FTE Impact:

No FTE impact - work session item only.

ATTACHMENTS:

1. City Council Work Session_FINAL 4-4-23
-



Economic Development Work Session Update

April 4, 2023

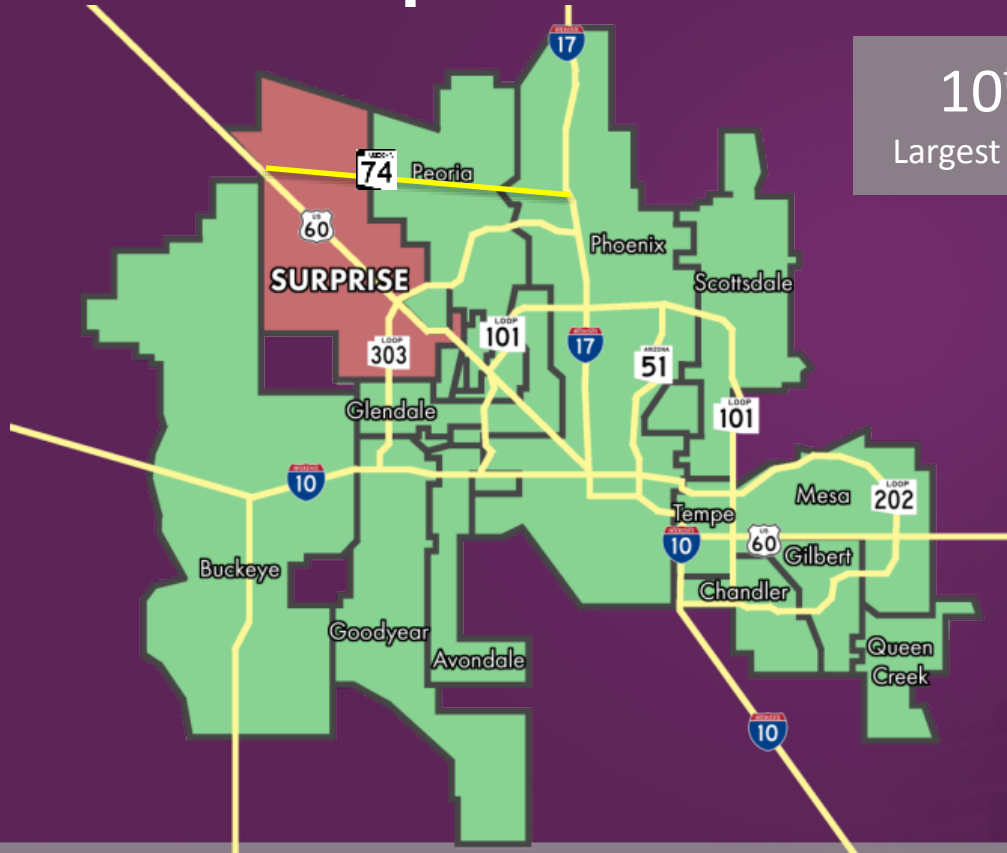
Jeanine Jerkovic, Economic Development Director



Today's Overview

- Recap of October 2022 City Council Retreat
- Workforce is the Driver
- Retail Status
- Land Use & 2040 Vision
- Retail Demand Analysis
- Land Use Case Study

Surprise Market Overview



10th
Largest in AZ

189th
Largest in USA

380%
Growth since 2000



155,384
Est. July 2022
Population



\$76,623
Median HHI /
2021 Census



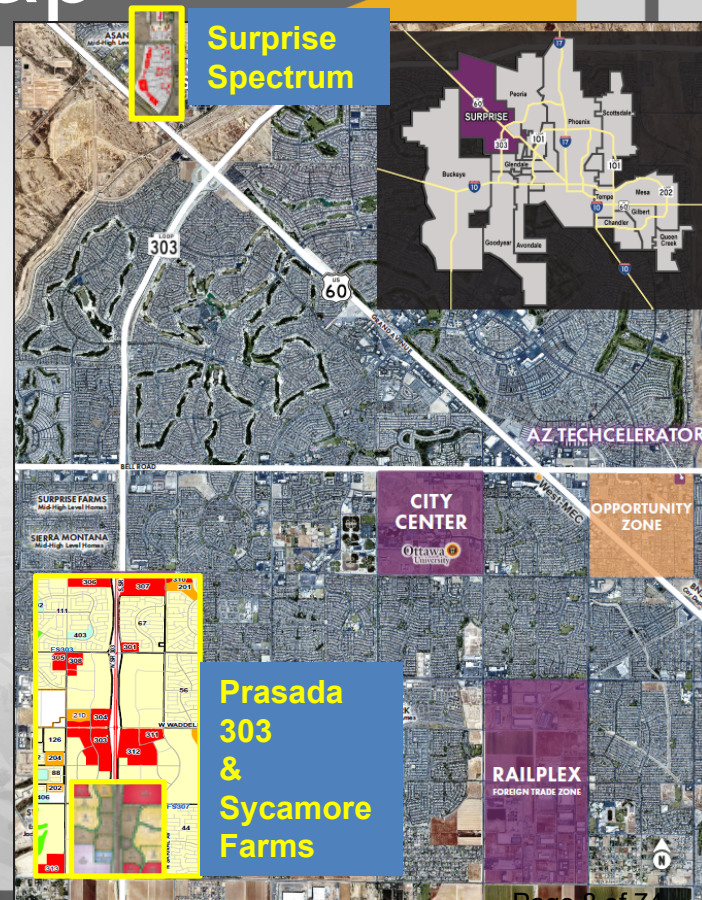
250,000
Spring Training
Visitors Annually



41.2
Median Age

Retreat Recap

1. Commercial corridors draw regional, neighborhood retail, medical and employment anchors
2. Locations on commercial corridors are now **limited** as a result of post-2020 West Valley “land rush”
3. Site selection varies for commercial (different retail types) and residential projects:
 1. Commercial/retail = visibility, accessibility, traffic
 2. Residential = needs amenities, conditions less restrictive
4. Balance is needed = residential/retail/commercial
5. Economic impacts of multifamily vs. retail:
 1. Short-term: Multifamily is twice economic benefit
 2. Long-term: Retail is nearly 10-to1 the economic benefit (plus provides jobs)
6. **Council Direction**: Recommendations to be sought from Economic Development on rezone requests



Workforce is the Driver

Remote/hybrid workers are **driving** corporate investment decisions:

- “Suburban and rural communities will benefit as more employers look outside of large central cities to establish workplace hubs.”
- Nearly half (46.94%) of site selectors interviewed have clients either actively building/relocating or planning an expansion decision in **suburban markets**
- 85% said remote hiring impacted their clients’ site selection



"Trend is toward suburban or smaller metros with reasonably good labor markets and available buildings."

Workforce is the Driver

Top Occupation Categories in Surprise by Median Earnings*

Occupation	Salary	# of Workers
Computer, engineering, science	\$81,500	3,060
Management, business, financial	\$65,300	10,490
Healthcare practitioners and technical	\$59,600	4,090
Installation, maintenance, repair	\$57,900	2,170
Construction and extraction	\$55,300	1,700
Protective service	\$53,800	1,400
Legal	\$50,600	480
Education, training, library	\$46,900	3,610
Transportation	\$46,200	2,140
Community and social service	\$44,800	750

Employment

Top Site Selection Factors: 18th Annual Consultants Survey: Access to Major Markets and Skilled Labor Are Clients' Primary Concerns

Workforce,
workforce &
workforce!

COMBINED RATINGS* CONSULTANTS SURVEY

Site Selection Factors	2021	2020
Ranking		
1. Proximity to major markets	98.3	89.5 (8)**
2. Availability of skilled labor	98.2	98.3 (2)
3. Highway accessibility	94.8	98.3 (2T)
4T. State and local incentives	93.0	93.0 (5)
4T. Proximity to suppliers	93.0	91.0 (7)
4T. Available land	93.0	89.4 (9)
7. Energy availability and costs	91.2	94.7 (4)
8. Expedited or "fast-track" permitting	89.5	82.5 (14)
9. Occupancy or construction costs	87.5	84.2 (13)

Proximity to major markets is the consultants' top-ranked site selection factor, followed closely by availability of skilled labor.

COMBINED RATINGS* CORPORATE SURVEY

Site Selection Factors	2021	2020
Ranking		
1. Labor costs	96.4	84.2 (5)**
2. Availability of skilled labor	94.9	91.4 (1)
3. Energy availability and costs	94.7	85.3 (3)
4. Inbound/outbound shipping costs	93.2	76.8 (10)
5. Highway accessibility	93.1	88.7 (2)
6. Raw materials availability	87.8	59.1 (21)
7. Corporate tax rate	87.7	80.0 (7)
8. State and local incentives	84.5	77.2 (9)
9. Environmental regulations	82.5	71.6 (13)
10. Tax exemptions	82.4	78.6 (8)

All figures are percentages and are the total of the "very important" and "important" ratings of the Area Development Corporate Survey

Surprise Retail Status

Surprise / 41 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
6.3M +0.5%	887K +1,921.6%	62.2K +65.1%	2.5% -0.5%	\$25.06 +8.2%	\$265 +10.8%	6.3% -0.3%
Prior Period 6.3M	Prior Period 43.9K	Prior Period 37.7K	Prior Period 3.0%	Prior Period \$23.16	Prior Period \$239	Prior Period 6.6%

Avondale / 50 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
4.5M +0.4%	5.1K -66.2%	54.9K +1.3%	1.9% -0.9%	\$22.17 +8.0%	\$243 +8.7%	6.4% -0.1%
Prior Period 4.5M	Prior Period 15.1K	Prior Period 54.2K	Prior Period 2.8%	Prior Period \$20.52	Prior Period \$224	Prior Period 6.5%

Buckeye / 21 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
1.9M +4.5%	104K -5.5%	119K -14.7%	1.8% -2.0%	\$24.06 +7.5%	\$276 +7.5%	6.1% -0.2%
Prior Period 1.9M	Prior Period 110K	Prior Period 139K	Prior Period 3.8%	Prior Period \$22.39	Prior Period \$257	Prior Period 6.3%

Glendale / 65 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
16.1M +0.9%	88K -27.0%	313K +107.8%	5.2% -1.1%	\$21.78 +8.4%	\$223 +10.7%	6.7% -0.2%
Prior Period 16M	Prior Period 120K	Prior Period 151K	Prior Period 6.3%	Prior Period \$20.09	Prior Period \$201	Prior Period 6.9%

Gilbert / 50 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
13.5M +1.6%	125K -49.6%	376K +70.1%	4.4% -1.3%	\$23.48 +7.9%	\$250 +7.3%	6.6% -0.1%
Prior Period 13.3M	Prior Period 249K	Prior Period 221K	Prior Period 5.7%	Prior Period \$21.77	Prior Period \$233	Prior Period 6.7%

Goodyear / 50 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
4.8M +0.9%	214K +797.8%	172K +3,551.9%	3.2% -2.8%	\$23.86 +7.8%	\$251 +9.1%	6.3% -0.2%
Prior Period 4.8M	Prior Period 23.9K	Prior Period 4.7K	Prior Period 6.0%	Prior Period \$22.13	Prior Period \$230	Prior Period 6.5%

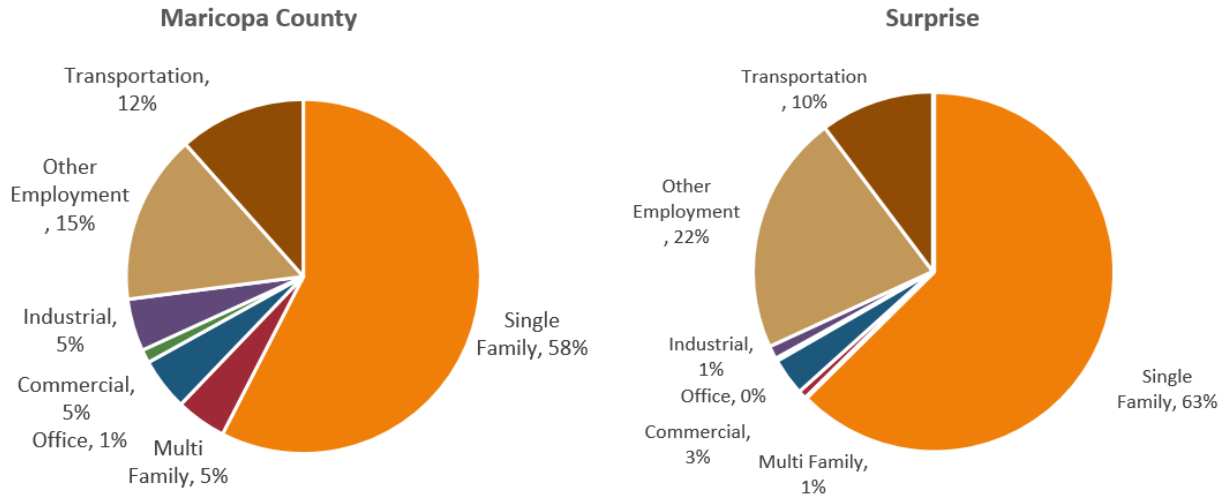
Peoria / 51 SF PP

INVENTORY SF	UNDER CONSTRUCTION SF	12 MO NET ABSORPTION SF	VACANCY RATE	MARKET RENT/SF	MARKET SALE PRICE/SF	MARKET CAP RATE
9.7M +0.1%	7.9K -58.4%	130K -58.5%	5.4% -1.2%	\$23.13 +8.2%	\$234 +11.4%	6.7% -0.2%
Prior Period 9.7M	Prior Period 18.9K	Prior Period 313K	Prior Period 6.6%	Prior Period \$21.37	Prior Period \$210	Prior Period 6.9%

Surprise Land Use

Figure 3

Existing Urban Land Use as a Percentage of Developed Acreage



Source: *Applied Economics* 2022

- Surprise 2030 = est. 216,700 population (*source: MAG*)
- Est. 3.8 million SF additional built retail needed to reach 50 PSF PP level by 2030 / at parity with other Greater Phoenix cities (348 acres+/-)

Surprise Vision: 2040

Land Use Capture Rates

- Based on the findings of the demand forecast, capture rates were applied to residual demand. These rates take into consideration Surprise's existing square feet of space as a percentage of the geographically defined market area, annual square footage of new space built, employment growth projections, and industry trends.

Surprise Additional Land Use Demand by Asset Class, 2040

	Office	Industrial	Retail
Sq. Ft. Market Demand 2040	2,696,864	28,277,854	4,578,174
Capture Rate	30%	15%	100%
Sq. Ft. Supportable	809,059	4,241,678	4,578,174
Floor to Area Ratio (FAR)	0.30	0.28	0.26
Acres	62	348	404



Surprise Retail Demand

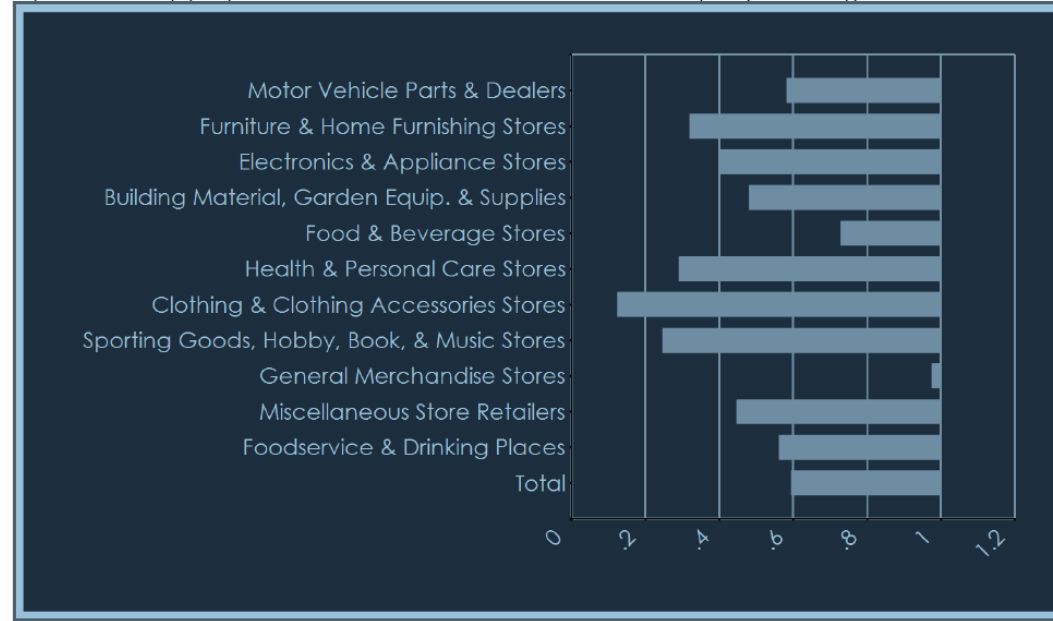
Disclaimers about Retail Leakage Data:

- **What's good:** Data-driven analysis of point-in-time consumer expenditures sorted by sectors in a trade area (demand) against corresponding retail sales of comparable trade areas (supply).
- **What to keep in mind:** Leakage data is one “symptom” but not a “diagnostic.” There is no substitute for a comprehensive understanding of your unique local, regional market and your retail sites!
- **How to read the data:**
 - “1.0” = 100% demand met
 - Less than 1.0 = consumers leaving the area being analyzed, or dollars lost
 - More than 1.0 = sales exceeding demand / consumer coming from outside, or dollars gained

Surprise Retail Demand

Buxton – Citywide – Top Retail Leakage Categories

Figure 1. Leakage/Surplus Index and Estimated and Potential Sales by Major Store Types

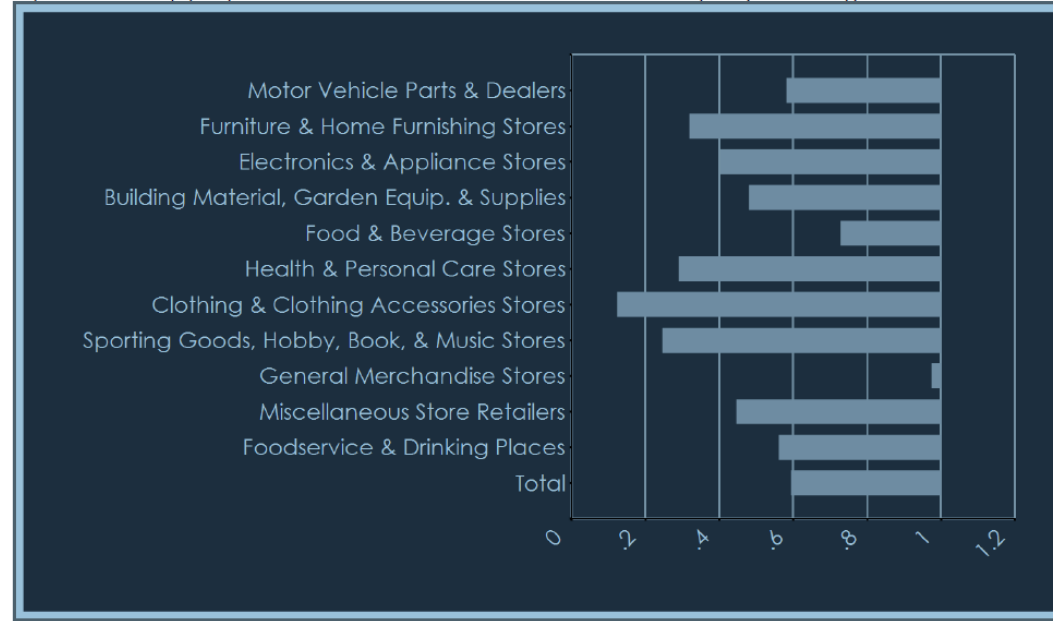


Retail Type	Potential vs. Est. Sales	% Unmet Demand
Clothing, Clothing Accessories	\$94.8 million vs. \$11.6 million sales	90%
Sporting Goods, Hobby, Book & Music Stores	\$42.9 million vs. \$10.5 million sales	80%
Furniture & Home Furnishing Stores	\$51.8 million vs. \$16.5 million	70%
Health & Personal Care Stores	\$174.9 million vs. \$50.6 million	70%
Electronics & Appliance Stores	\$43 million vs. \$17.3 million	60%

Surprise Retail Demand

Buxton – Citywide – Top Retail Leakage Categories

Figure 1. Leakage/Surplus Index and Estimated and Potential Sales by Major Store Types



Retail Type	Potential vs. Est. Sales	% Unmet Demand
Misc. Store Retailers	\$57.4 million vs. \$25.5 million	60%
Building Material, Garden Equipment & Supplies	\$216.9 million vs. \$104 million	50%
Foodservice & Drinking Places	\$320.5 million vs. \$179.6 million	40%
Food & Beverage Stores	\$384.7 million vs. \$280 million	30%
General Merch. Stores	\$350.8 million vs. \$341.7 million	< 3%

Surprise Retail Demand

Buxton - Citywide – Surplus/Strength

Sub-Categories of General Merchandise Stores



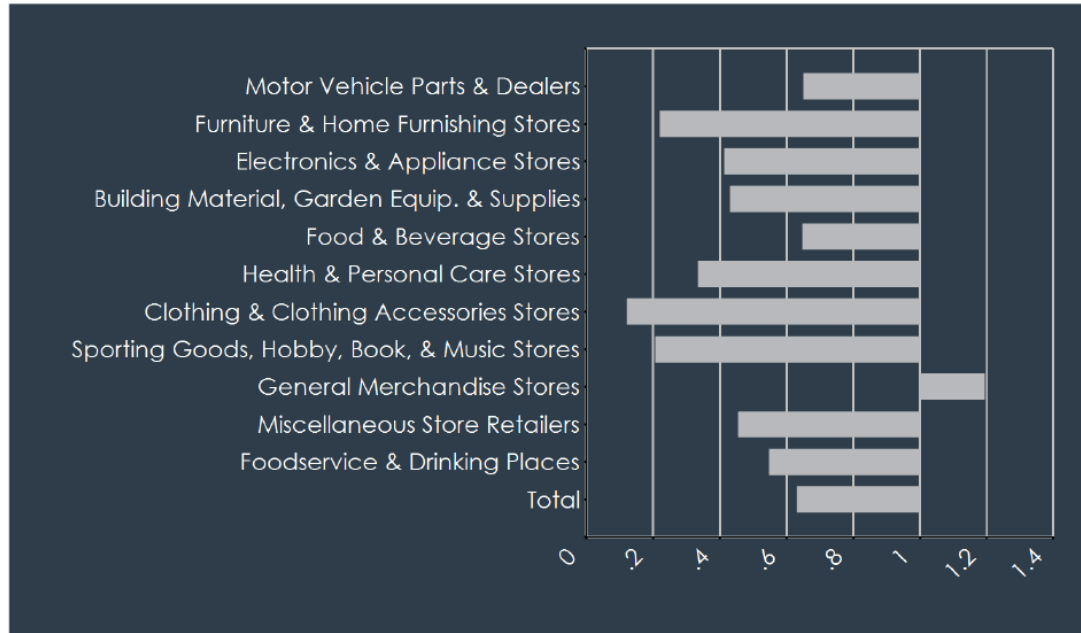
Store Type	Potential	Estimated Sales	Surplus/Leakage
Department Stores	55,696,263	33,054,604	0.6
Warehouse Clubs & Superstores	252,037,398	285,386,747	1.1
All Other General Merchandise Stores	43,090,427	23,312,536	0.5
Total General Merchandise Stores	350,824,088	341,753,887	1.0



Surprise Retail Demand

Buxton – “South of Bell” Surprise

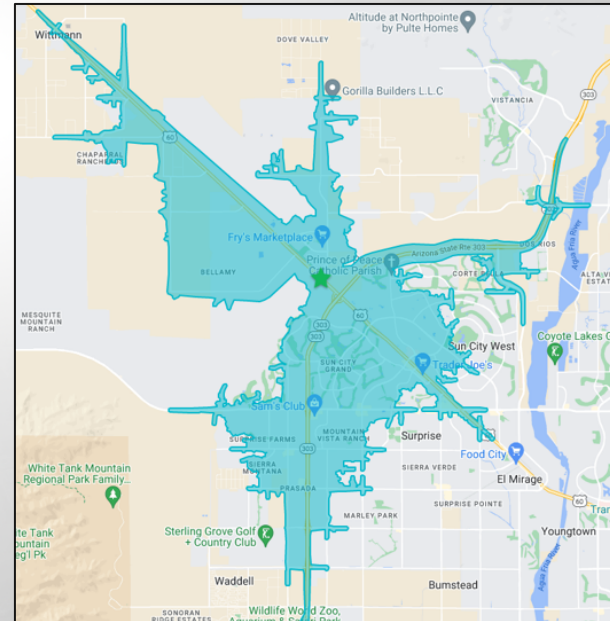
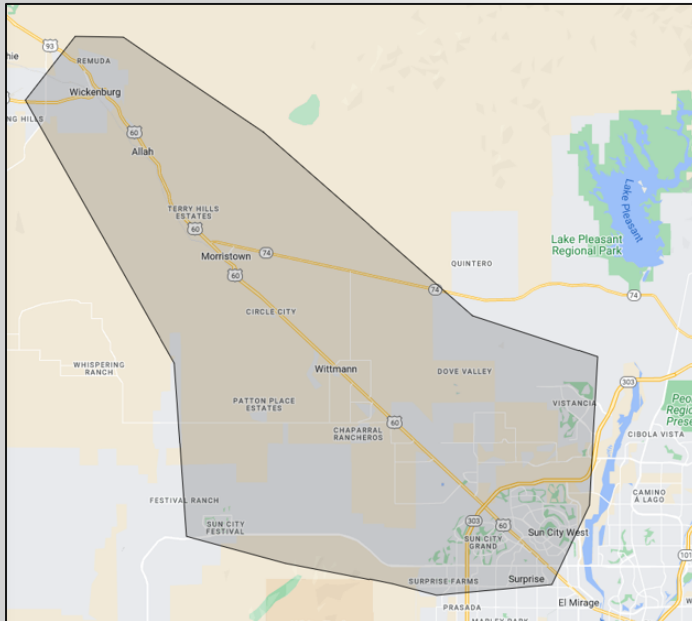
Figure 1. Leakage/Surplus Index and Estimated and Potential Sales by Major Store Types



Retail Type	Potential vs. Est. Sales	% Unmet Demand
Clothing & Clothing Accessories Stores	\$59 million vs. \$7.2 million	90%
Furniture & Home Furnishing Stores	\$32.9 million vs. \$7.2 million	80%
Sporting Goods, Hobby, Book & Music Stores	\$30 million vs. \$6.1 million	80%
Health & Personal Care Stores	\$59.8 million vs. \$7.2 million	70%
Building Materials, Garden Equip. & Supplies	\$119 million versus \$51.3 million	60%

Surprise Retail Demand

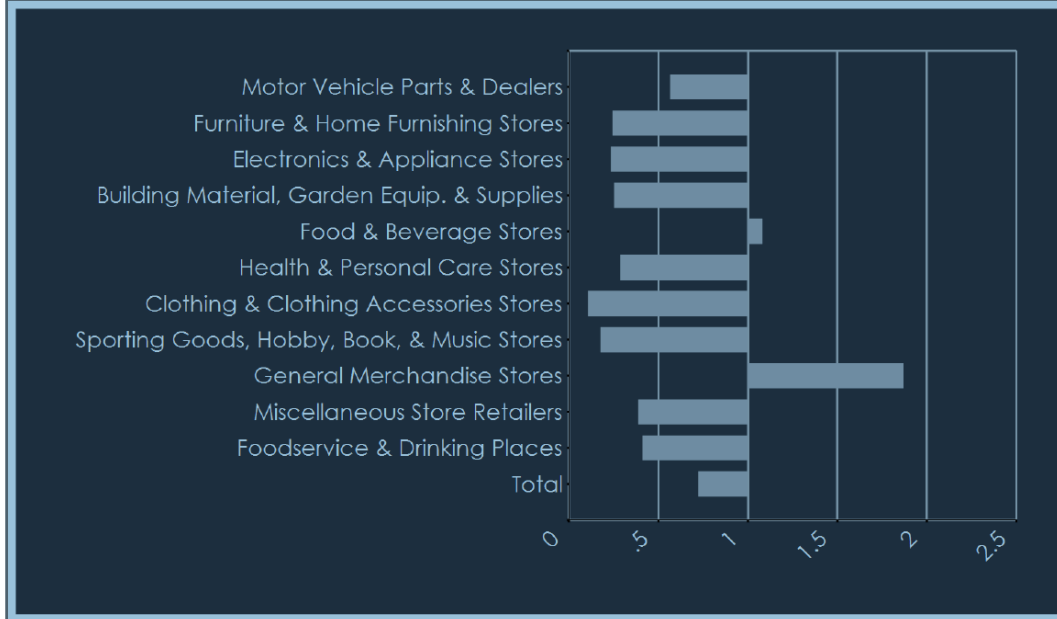
“North of Bell” Retail Trade Area: Polygon versus 10-Minute Drive of Site Property



Surprise Retail Demand

10 min. drive – “North of Bell” Asante Trails / Spectrum

Figure 1. Leakage/Surplus Index and Estimated and Potential Sales by Major Store Types

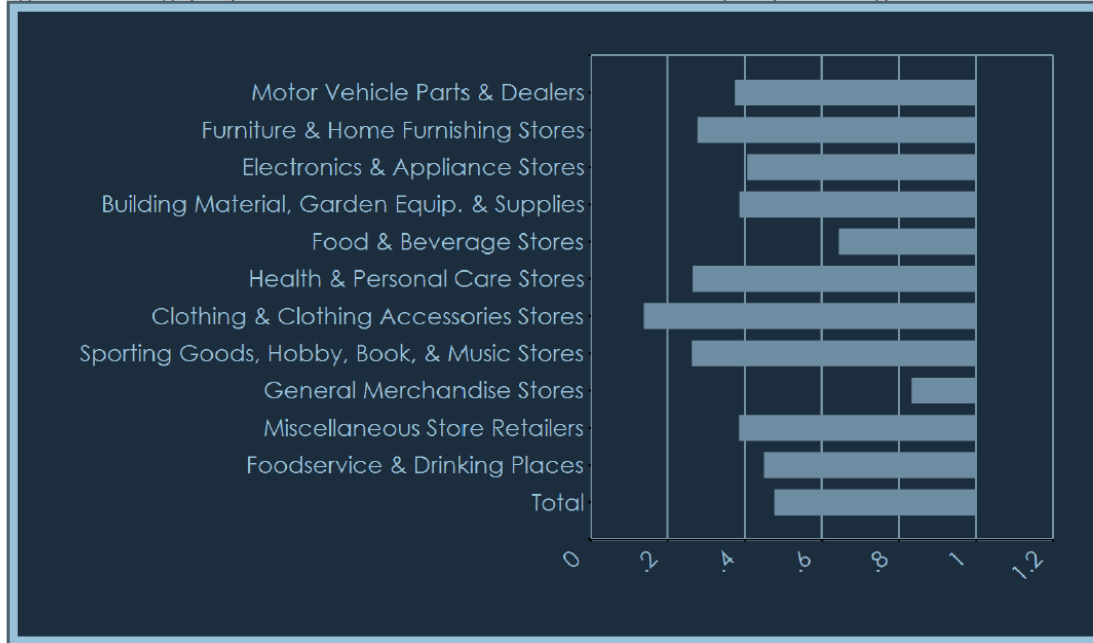


Retail Type	Potential versus Est. Sales	% Unmet Demand
Clothing, Clothing Accessories Stores	\$39 million vs. \$4.2 million	90%
Sporting Goods, Hobby, Book, & Music Stores	\$16 million vs. \$2.8 million	80%
Furniture & Home Furnishing Stores	\$20.9 million vs. \$5 million	80%
Electronics & Appliance Stores	\$16.3 million vs. \$3.8 million	80%
Building material, garden equip & supplies	\$101 million vs. \$25 million	70%
Health & Personal Care Stores	\$86.6 million vs. \$24.7 million	70%

Surprise Retail Demand

“North of Bell” Polygon Trade Area

Figure 1. Leakage/Surplus Index and Estimated and Potential Sales by Major Store Types



Retail Type	Potential versus Est. Sales	% Unmet Demand
Clothing, Clothing Accessories Stores	\$104.5 million vs. \$14.3 million	90%
Furniture & Home Furnishing Stores	\$55.6 million vs. \$15.3 million	70%
Health & Personal Care Stores	\$227.4 million vs. \$60 million	70%
Sporting Goods, Hobby, Book & Music Stores	\$43.2 million vs. \$11.3 million	70%
Foodservice & Drinking Places	\$359.5 million vs. \$161 million	60%
Motor Vehicle Parts & Dealers	\$598.6 million vs. \$223.5 million	60%
Building Material, Garden Equip. & Supplies	\$267 million vs. \$103 million	60%

Surprise Demand Summary

Buxton Retail Data Summary Snapshot*

Geographic Area	What's NOT Being Spent in Surprise	Top Retail Categories	% Unmet Demand
Citywide	\$913 million	Clothing, sporting goods, furniture, health & personal care, electronics & appliances	40%
South of Bell	\$571 million	Clothing, sporting goods, furniture, health & personal care, building material, garden equip. & supplies	40%
North of Bell site – 10 minute drive	\$291 million	Clothing, sporting goods, furniture, electronics & appliances, & building material, garden equip. & supplies	30%
North of Bell – polygon trade area	\$1.35 billion	Clothing, furniture, health & personal care, sporting goods & foodservice & drinking places, motor vehicle parts & dealers, building material, garden equip. & supplies	50%

* Subject to change next month / new annual data

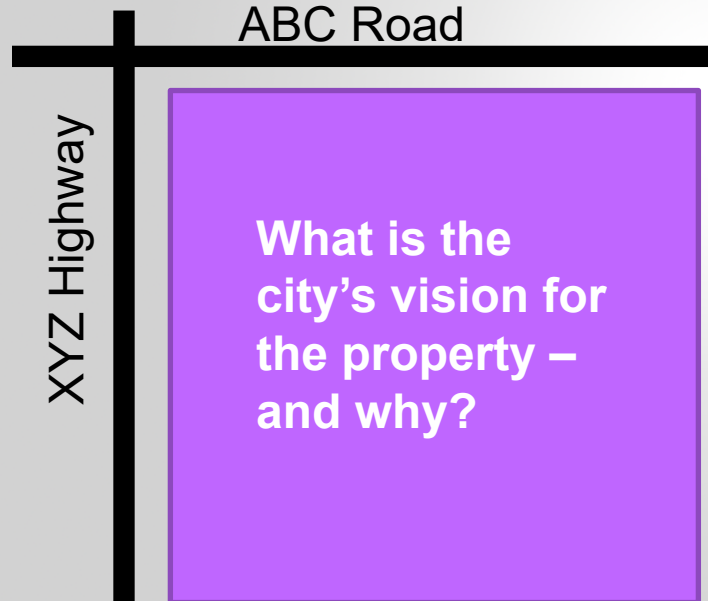
Specialty	Site	Index
Dermatology	41,336	[171]
Allergy/Immunology	8,601	[162]
Urology	17,053	[160]
Pediatric Medicine	102,086	[158]
Ophthalmology	43,597	[157]
Orthopedic Surgery	35,499	[154]
Otolaryngology	16,444	[152]
Pediatric Pulmonology	458	[149]
Rheumatology	9,115	[147]
Hematology/Oncology	31,247	[146]
Pediatric Endocrinology	820	[146]
Pediatric Subspecialties	4,192	[141]
Physician Assistant	32,208	[140]
Nurse Practitioner	52,089	[140]
Pulmonology	8,578	[139]
Pediatric Cardiology	772	[138]
Endocrinology	10,735	[138]
Pain Management	6,997	[135]
Physical Medicine/Rehab	8,576	[134]
Internal Medicine	120,898	[133]
Infectious Disease	1,945	[133]
Nephrology	5,423	[130]
Cardiology	33,437	[129]
Vascular	2,272	[129]
General/Family Practice	196,212	[125]

Surprise Physician Specialty Demand

- **Citywide:** allergies, age-related and pediatric medical needs are leading demands.
- **“Site”** indicates number of visits
- **“Index”** values are calculated as the per capita demand for # of visits by specialty at each geography with “100” as the US average

Land Use Case Study

Case study: 50 acre parcel

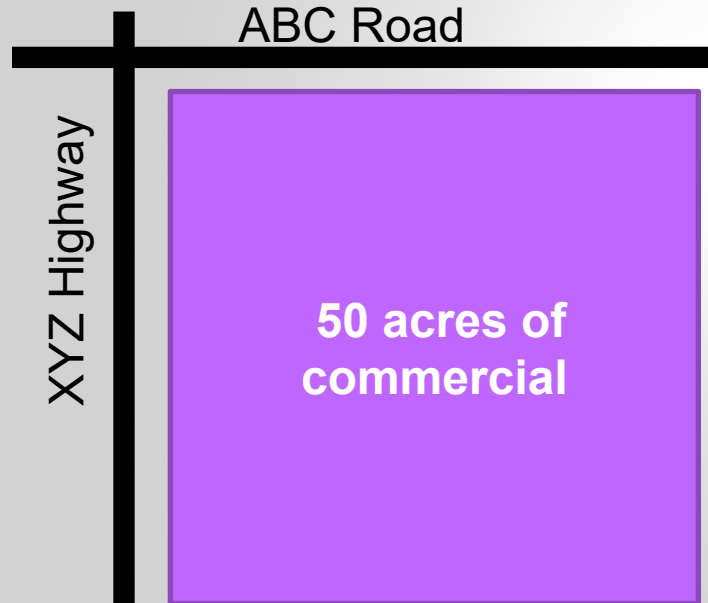


Hypothetical Example:

- Parcel sits on the corridor for 20 years – suddenly the post-2020 West Valley “land rush” happens!
- Land owner considers:
 - Is it ready for commercial?
 - What kind of retail or employment is feasible?
 - What is it worth?
 - Is residential multifamily land a better deal? Will this need a rezone?

Land Use Case Study

50 acres of commercial

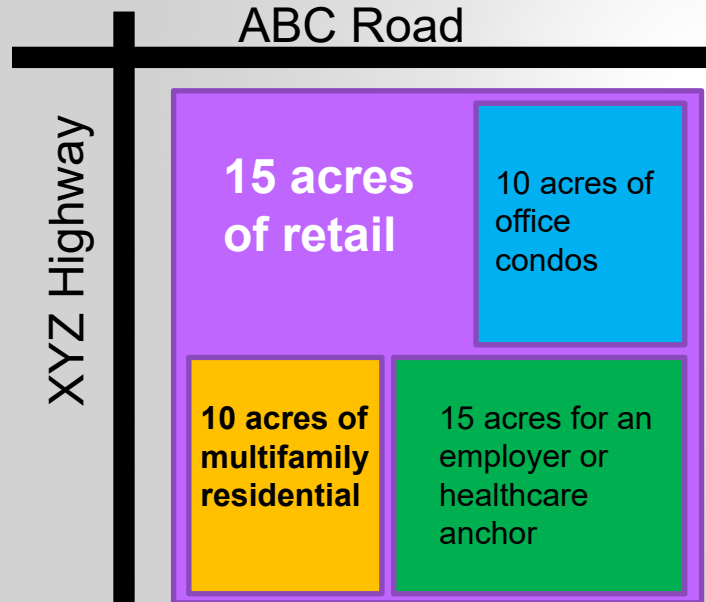


Option #1: Keep it ALL commercial (*Economic Development's favorite option!*):

- **PRO:** Can sell land today to retail & commercial developers for \$5 - \$9 PSF & make an estimated **\$15 Million +/-**; Can also lease pads for residual income!
- **CON:** Until commercial values are higher & demand grows, this is possibly a **longer-term** opportunity.

Land Use Case Study

+10 acres of multifamily



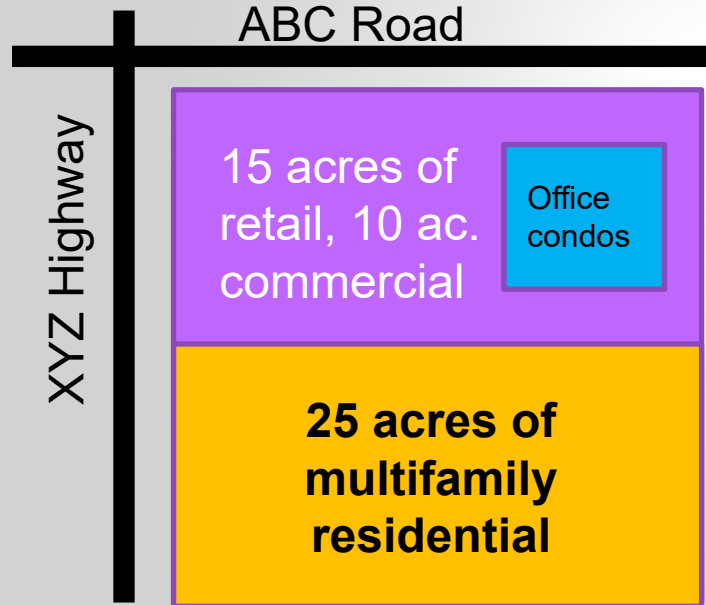
Option #2: Consider a MIX of Uses;

Adding just a 20% residential mix in this analysis creates a **31.4% increase** in profitability over “just retail/commercial” (addl +\$4.7M)

Use	\$ PSF	Total
Retail (15 acres)	\$8.50*	\$5.553 M
Employment (25 acres)	\$5	\$5.445 M
Multifamily (10 acres)	\$20	\$8.712 M
TOTAL		\$19.71 M

Land Use Case Study

+25 acres of multifamily



Option #3: Half residential;
A **50%** residential use in this analysis creates a **97%** **increase** in profitability over “just retail/commercial” (addl. +/- \$14.5 M)

Use	\$ PSF	Total
Retail (15 acres)	\$8.50	\$5.553 M
Employment (10 acres)	\$5	\$2.178 M
Multifamily (25 acres)	\$20	\$21.78 M
TOTAL		\$29.51 M

Land Use Case Study

Case Study Summary

ABC Road

XYZ Highway

- **City's focus**: Which option is best for residents?
- **Housing** is important but it's "forever"
- **Commercial** needs housing, but it is "correctable"

Parcel	% Residential	Landowner sale price
Option 1	0% residential	\$15 million
Option 2	20% residential	\$19.71 million
Option 3	50% residential	\$29.51 million

Surprise Economic Development Real Estate Update

CONCLUSIONS

- **Workforce = Economic Driver**
 - Investing in place, community quality for residents, workforce & visitors makes all the difference, especially along key corridors
 - **Regional/State/National Trends** versus **Local Influence**:
 - Housing, industrial, large office sectors are primarily subject to regional, state & national economic forces (for now)
 - Retail, healthcare, small office, innovation growth are subject to considerable local influence / economic & social factors (for now)
- **Retail** demands in Surprise are still not fulfilled, especially north of the 303
- **Changes in land use considerations**:
 - “This land hasn’t developed in X years” is not sufficient reasoning
 - Housing is not as “correctable” as commercial/retail



@SurpriseEconDev



@SurpriseEconDev



@surpriseazgov



Surprise Economic
Development

Thank You!



CITY OF SURPRISE Regular Council Work Session

Council Meeting Date: April 4, 2023
Submitting Department: Legal
Staff Recommendations:

Contact Person: Robert Wingo, CITY ATTORNEY
District: Citywide

Consent: No	Regular: Yes	Public Hearing: No	Report/Discussion: No
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Agenda Wording:

Presentation and discussion pertaining to the City of Surprise's participation in the Arizona Division of Occupational Safety and Health (ADOSH) Public Entity Partnership Program (PEPP).

Motion:

Discussion only.

Background:

In 2017, the City's Risk Management team first became aware of the ADOSH Public Entity Partnership Program (PEPP) through its long-standing relationship with the American Governmental Safety Association (AGSA). PEPP is a voluntary joint agreement between ADOSH and Arizona government entities who share common objectives and goals of providing a safe and healthy work environment. Risk and Safety Analyst, Michelle Casciato, conducted initial conversations with ADOSH in 2018.

Additional information and fact gathering took place after the initial interaction, including consultation with other cities who currently, or in the past, participate in PEPP.

Due to COVID-19, further engagement with ADOSH and potential participation in the Program were delayed as much of the programming takes place on-site. However, Michelle Casciato and Senior Risk Manager, Digger Oster, re-engaged ADOSH in the Fall of 2022 to discuss a potential partnership and a three-year commitment. The Program details and benefits of participation were discussed with both the City Attorney and City Management, who unanimously determined that participation in the PEPP would be advantageous and aligned with City values and goals of promoting and increasing employee health and safety. The City enrolled in the PEPP in March of this year.

Objective Analysis:

PEPP is designed to significantly decrease unsafe behaviors, hazards and serious injuries in the workplace via a joint effort of ADOSH and the City of Surprise over a three-year period. Five goals specific to the City of Surprise have been established and memorialized in the PEPP agreement with ADOSH as follows:

- 1) Reduce injury/illness & DART rates by 15%;
- 2) Implement two best practices for each City department;
- 3) Increase worker involvement with hazard identification and training;

- 4) Enhance communication between management, employees and ADOSH;
- 5) Begin the process for Voluntary Protection Program (VPP) application.

Policy Compliant:

The City's participation in PEPP aligns with City Council's policies of increasing fiscal responsibility and promoting employee safety and health by taking advantage of resources and assistance provided by the state of Arizona to evaluate and abate workplace hazards and to adopt best practices to improve overall safety and health in the workplace.

Financial Impact:

Participation in the PEPP program would allow the City to improve and enhance current safety and health practices that may lead to reduce risk and potential savings.

Budget Impact:

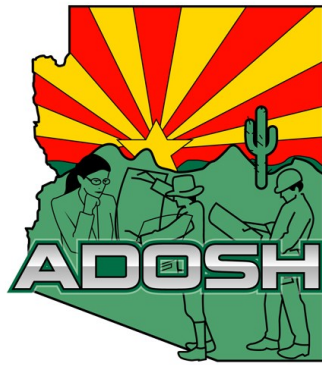
There is no budget impact related to this item.

FTE Impact:

This item does not have an impact on current staff levels.

ATTACHMENTS:

1. ADOSH PEPP Flyer 2020
 2. Fully executed agreement with PEPP
 3. PEPP march 2023
-



Protection of life, health, safety and welfare of Arizona's most valuable assets.



ADOSH Consultation *Public Entity Partnership Program (PEPP)*



Since Oct 1, 2015

City/County's Role Partnership with ADOSH

- Evaluate Current Accident & Injury Trends
- Encourage Employees To Be Involved in the Safety & Health Management System (SHMS)
- Work on First Aid & Near-miss Reporting
- Proactively Promote ADOSH Safety Training
- Abate All Hazards In A Timely Manner
- Review OSHA Form 33 with Leadership & Employees
- Annual Meetings With Partnership Leadership To Discuss Goals & Outcomes

ADOSH Team's Role

Responsibility

- Evaluate Workplace & Identify Recognized Hazards & Compliance with ADOSH/OSHA Standards
- Recommend Industry Best Practices
- Provide Training Required by ADOSH/OSHA Standards to Meet Partner's Need
- Evaluate Trends on Records of Injuries & Illnesses
- Evaluate Safety & Health Management Systems Within City/County
- Communicate with Employees to Improve Overall Safety & Health Awareness
- Provide Written Reports to Employer

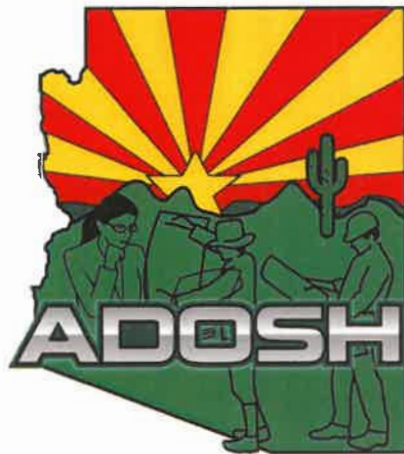
ADOSH PEPP Partners

City of Peoria • Navajo County • City of Phoenix Water Svc • City of Nogales • City of Douglas • City of Goodyear • La Paz County • City of Avondale • City of San Luis

THE ARIZONA DIVISION OF OCCUPATIONAL SAFETY AND HEALTH

Public Entities Partnership Program

The City of Surprise



Protection of life, health, safety and
welfare of Arizona's most valuable assets.



Mission: "Protection of life, health, safety and welfare of Arizona's most valuable assets."

Vision: "ADOSH's vision is to be a leader in occupational safety and health by making Arizona's workplaces as safe and healthy as possible."

TABLE OF CONTENTS

I.	Introduction	1
II.	Identification of Partners	1
III.	Purpose/Scope	1
IV.	Goals/Strategies	2
V.	Safety and Health Management System	3
VI.	Worker Involvement	3
VII.	Performance Measures	4
VIII.	Annual Evaluation	4
IX.	ADOSH Verification	4
X.	Incentives	4
XI.	Management Commitment & Operation	5
XII.	Worker and Employer Rights	5
XIII.	Termination of Agreement	5
XIV.	Signature Page	6

I. INTRODUCTION

The purpose of this Public Entity Partnership Agreement between *The City of Surprise* and the Arizona Division of Occupational Safety and Health (ADOSH) is to enhance the health and well-being of the employees of the *The City of Surprise* and to further ADOSH's vision and mission statements. This will be accomplished by implementing safety and health measures and by educating workers to make their safety and health a value.

Note: 1908.7(a)(3) – The identity of employers requesting onsite consultation, as well as the file of the consultant's visit, shall not be provided to ADOSH for use in any compliance activity, except as provided for in 1908.6(f)(1) (failure to eliminate imminent danger,), 1908.6(f)(4) (failure to eliminate serious hazards,) paragraph (b)(1) of this section (inspection deferral) and paragraph (b)(4) of this section (recognition and exemption program).

II. IDENTIFICATION OF PARTNERS

ADOSH Assistant Director has been working closely with the public sector in developing training for high hazard operations and conducting visits to identify hazards where employees may be at risk. As a state plan, ADOSH oversees public entities where Federal OSHA does not; therefore, partnerships may be afforded to public entities like any other private employer within Arizona in an effort to reduce injury and illnesses in the workplace.

In addition to compliance inspections conducted in the past, a review of training data by the Assistant Director/Consultation Program Manager revealed that public entity employees comprised of over 45% of all class attendees when compared to other industry attendees. Therefore the Public Entity Partnership Program or P.E.P.P., was decided upon with a group of local inter-agency stakeholders during a quarterly meeting where ADOSH is an invited guest of the members.

This Agreement was developed jointly between ADOSH and *The City of Surprise*. The common objective and goal of this Agreement is to provide a safe and healthful work environment for employees through site visits and training by ADOSH. Working together in order to identify ways to strengthen safety and health programs and processes within the organization, thus providing for an increased awareness to common safety and health hazards in the workplace.

By focusing efforts and utilizing resources from both ADOSH and *The City of Surprise* it is believed that through this Agreement there will be a significant decrease of unsafe behaviors, hazards and serious injuries throughout the Division. It will also assist *The City of Surprise* achieve lower injury and illness rates for their industry.

This Agreement is voluntary and affords an alternative to traditional ADOSH enforcement activities. This program is consistent with ADOSH's long-range efforts to develop a business/labor/government partnership approach to occupational safety and health and allows for better use of ADOSH's resources and encourages participation in the safety process by employers and employees.

III. PURPOSE/SCOPE

This three-year Agreement covers the following high hazard areas within the city:

- Public Works Department
- Parks & Recreation
- Sports & Tourism
- Health Department
- Courts
- City Attorney
- City Manager
- City Auditor
- City Clerk
- Community Development
- Emergency Management
- Finance
- Facility Maintenance Department
- Human Services
- Information Technology

- Marketing & Communication
- Transportation
- Water Resource
- Fire-Medical Department
- Police Department

ADOSH conducted a meeting with *The City of Surprise*, Human Resource Manager/Risk Manager. During the meetings, strategies were developed on how ADOSH would be able to help the City employees and leadership team recognize common hazards in their respective Divisions. These strategies are set forth in section four (IV) of this Agreement. By utilizing OSHA's Injury and Illness Prevention Program (I2P2) and OSHA's 1989 Safety and Health Program Management Guidelines (FRN 54:3904-3916), universal interventions can substantially reduce the number of severity of workplace injuries and reduce the associated financial burdens of Arizona workplaces.

The most successful injury and illness prevention programs are based on a common set of key elements. These include:

- Management leadership
- Worker protection
- Employee involvement
- Hazard identification
- Hazard prevention and control
- Education and training, and
- Program evaluation and improvement.

ADOSH expects *The City of Surprise* to implement these key elements to workflow process as required.

To gauge the effectiveness of the partnership, ADOSH's safety and health consultants will use the OSHA Form 33 during the scheduled onsite visit. The Form 33 is an excellent gap analysis tool that determines how well the safety and health management system (SHMS) is working based on the scores assessed by the safety and health consultants.

As a starting point, ADOSH representatives will request *The City of Surprise* OSHA 300 Log(s) for the last three years. Although a lagging indicator, the three-year history represents a starting point to measure the reduction in injury and illnesses after the three year Agreement is fulfilled.

Note: According to the United States Bureau of Labor Statistics most current posting, 2021, the Total Case Rate (TCR) and Days Away Restricted Time (DART) rate for your industry is 6.2 and 4.0. Primary NAICS Code 920000 or 922190

Year	Total Case Incidence Rate (TCR)	Days Away Restricted Time (DART)
2020		
2021		
2022		
AVERAGE		

IV. GOALS/STRATEGIES

The City of Surprise oversee many operations that deal with some aspects of the 29 C.F.R. 1910 General Industry Standards and the 29 C.F.R. 1926 Construction Standards. This Agreement will focus on the high hazard areas within the areas listed above. *The City of Surprise* may identify and request additional areas be included in the consultation visits based on their high hazard processes if needed.

This Partnership will focus on the following goals, strategy, and measures as outlined in the table:

GOAL	STRATEGY	MEASURES / OUTCOMES
------	----------	---------------------

1. Reduce Injury / Illness & DART Rates by 15%	Develop a written First Aid / Near Miss Policy	- Hold initial meeting with Leadership, Project Leads, Forman and employees to gain commitment - Number of training courses / people trained in process - Create and implement an awareness survey on program within City of Surprise
2. Implement two Best Practices for each department over the course of the three-year agreement	Develop a Best Practice policy for <i>The City of Surprise</i>	- Number of training courses / people trained in process - Attend two ADOSH/Arizona Governmental Safety Association meetings for Best Practice Sharing

GOAL	STRATEGY	MEASURES / OUTCOMES
3. Increase worker involvement with hazard identification and training	Develop an incentive program for employees to participate in the routine inspection process and feedback on hazard(s) observed in the workplace	- Number of training courses / people trained in process - Create and implement a survey to gauge employee involvement in the safety and health management system - Explore awards that are not a disincentive to program
4. Enhance communication between management, employees and ADOSH	Determine, monthly, when management can meet formal / informal to talk about safety and health in the workplace as it relates to ADOSH Inspections	- Hold initial meeting with management and Employees to gain commitment - Develop schedule when meeting(s) will take place - Create and implement a survey to gauge effectiveness of meetings between two groups
5. Start the process for Voluntary Protection Program (VPP) application.	Schedule a mandatory meeting with <i>The City of Surprise</i> Leadership and ADOSH Compliance Assistance Supervisor for understanding of the VPP application and program on a quarterly basis.	Quarterly work on the following VPP Elements: Management and Employee Involvement, Worksite Analysis, Prevention & Control and Training.

V. SAFETY AND HEALTH MANAGEMENT SYSTEM

Through ADOSH exemplary programs like the Voluntary Protection Program (VPP) and the Safety and Health Achievement Recognition Program (SHARP), data has shown that employee involvement is an essential component of any effective SHMS. *The City of Surprise* shall commit to employee involvement in its SHMS. The basic structure of the partners' SHMS should be patterned after OSHA Safety and Health Program Management Guidelines, FRN 54:3904-3916, January 26, 1989; and/or OSHA's Injury Illness Prevention Program (I2P2).

VI. WORKER INVOLVEMENT

During any consultant's visits, the degree and quality of employee involvement will be assessed. Employee involvement should also be considered during the periodic workplace self-evaluations that are integral to an effective SHMS. To ensure the quality of involvement by employees, appropriate safety and health training may be necessary prior to involving workers in the process so that they may properly identify hazards in the workplace. Worker involvement may include, but is not limited to:

- Conducting worksite inspections, safety and health audits, job hazard analyses, and other types of hazard identification.
- Developing and using a system for reporting hazards.
- Developing and revising the worksite's safety and health rules and safe work practices.
- Participating on workplace teams with identifying root causes of accidents, incidents, or breakdowns.
- Implementing controls to eliminate or reduce hazard exposure.
- Assisting in job hazard analysis.
- Making presentations at safety and health meetings.
- Participating on safety and health committees, joint labor-management committees, and other advisory or specific-purpose committees, if otherwise lawful and appropriate.
- Delivering safety and health training to current and newly-hired workers.
- Participating in safety and health program reviews.

VII. PERFORMANCE MEASURES

Performance measures are outlined in the section IV of this Agreement. If ADOSH Assistant Director and Consultation and Education Training Supervisor determines the goals have been met, the two partners may choose, but not obligated to, implement additional goals. Any additional goals shall be specified in writing and signed as an appendix to the original signed Agreement.

VIII. ANNUAL EVALUATION

An annual partnership activities and evaluation report will be used by ADOSH Compliance Assistance Supervisor and/or the Consultation and Education Training Supervisor and the *City of Surprise* Representative. After signing the Agreement, The City of Surprise and ADOSH representatives shall agree upon a time and date when the annual evaluations will take place. The initial annual evaluation shall not be more than a month beyond the initial signing date or 30 days after.

ADOSH developed annual partnership activities report will be used to gauge the effectiveness of the program. The evaluation will consist of:

- Program development
- Lost work injury/illness rates comparison to industry average
- Training
- Employee and management involvement
- Best practices that go above and beyond the OSHA standards

IX. ADOSH VERIFICATION

ADOSH Compliance Assistance Specialist and/or Consultants shall verify that the *City of Surprise* are upholding their responsibilities under the Agreement through quarterly consultation visits, scheduled and attended training, and any SHMS's implemented since the signing of the Agreement.

X. INCENTIVES

ADOSH Non-Enforcement Incentives:

In accordance with this partnership Agreement, ADOSH agrees to provide the following:

- 1) Outreach, technical assistance, and training.
- 2) Seminar, workshops, and other speaking events.
- 3) Availability of informational materials such as safety and health brochures, pamphlets, and electronic tools.
- 4) Assist the employer in developing and implementing a robust safety and health management system through quarterly visits where an OSHA Form 33 will be utilized.
- 5) Provide webinar based training to employees in an effort to increase hazard awareness.
 - a. Topics include:
 - i. OSHA Form 33
 - ii. OSHA Focused Four
 - iii. Safety Through Leadership Roles
 - iv. Contractor Safety and Program Development
- 6) Provide the *City of Surprise* with best practices examples that have been implemented at current Safety and Health Achievement Recognition Program participants and Voluntary Protection Program participant's sites where injury/illnesses have been reduced.

ADOSH Enforcement Incentives:

- 1) As per the Field Operations Manual (FOM) adopted by ADOSH and dated 4/1/2016, Chapter 2, section IV "Programmed Inspections, sub-section H 1,2, and 7(a), (b), and (c) will be observed.
- 2) ADOSH Incentives and Programmed Inspections: Within the context of this Agreement, the term "*programmed inspection*" refers to traditional enforcement inspections as described in the FOM and in the SST Directive, i.e., inspection of workplaces that are selected according to national and local state scheduling plans for safety and for health or special emphasis programs. *The City of Surprise* is not exempt from routine programmed inspections by its participation in this Agreement. Only active VPP and SHARP sites are eligible for this incentive.
 - a. OSHA's "focused inspection" policy, 1994 memo from then-Deputy Assistant Secretary James Stanley. Subject title: "Guidance to Compliance Officers for Focused Inspections in the Construction Industry" where focused inspections shall concentrate on the project safety and health program/plan and the four leading hazards that account for the most fatalities and serious injuries in the construction industry: falls; electrical hazards; caught in/between hazards (such as trenching); and struck-by hazards (such as materials handling equipment and construction vehicles. This memo will be used to guide enforcement activity on the member's jobsite.
- 3) In the case of an "*unprogrammed inspection*", the employer will be subject to normal ADOSH Compliance inspection procedures without regard to this Agreement. In the event of a complaint, the terms in that the complaint will be reviewed to determine the level of severity and potential risk to employees by the ADOSH Director, Compliance Section Supervisor, and Assistant Director. If deemed non-serious in nature, in other words not posing any immediate serious threat to employee safety and health the complaint may be conducted via Phone and Fax ADOSH compliance procedures in accordance with the Field Operation Manual.
- 4) Support City of Surprise in its efforts to increase safety and health awareness amongst their industry setting. Knowledge sharing on current violations and statistics, relevant interpretations, proposed standards and similar information.

XI. MANAGEMENT AND OPERATION

Management within *The City of Surprise* will ensure the following is accomplished:

- Ensure ADOSH and The City of Surprise accomplish the goals and activities set forth in section four (IV) to the partnership's success as well as fulfill the agreed-upon responsibilities.

- Provide various avenues for management to meet with employees and discuss the SHMS within the various departments.
- Ensure resources are available to correct hazards and implement best practices.
- Hold all employees accountable for violating safety or health policies, including management themselves.
- Ensure *City of Surprise* supervisors and employees conduct routine safety and health inspections.
- Review first aid/near-miss accident reports to ensure closure and mass communication with all *City of Surprise* 's workforce.
- Prepare and schedule time to meet with ADOSH Consultants when onsite for the opening, walk around inspection, and closing conference.
- Prepare and schedule time to meet with the ADOSH Assistant Director and/or Consultation and Education Training Supervisor during annual review of the partnership.

XII. WORKER AND EMPLOYER RIGHTS

As an integral part of an effective safety and health program employees' rights which are guaranteed under the OSH Act and regulations (such as, but not limited to, the right to file a safety and health complaint, and the right to information collected pursuant to ADOSH / OSHA requirements (e.g. the OSHA-300 log and medical exposure records) will not be infringed. *The City of Surprise* shall ensure routine employee involvement in the day-to-day implementation of worksite safety and health programs, including employee participation in employer self-audits, site inspections, job hazard analyses, safety and health program reviews, and mishap investigations.

In the event of an ADOSH compliance inspection, *The City of Surprise* retains all rights guaranteed under the OSH Act, including the right to appeal or contest violations issued by ADOSH.

XIII. TERMINATION OF AGREEMENT

Either partner may withdraw from this Agreement by providing written notification to the other partner. Termination shall be effective thirty (30) days after receipt of written notification. Any notice required to be given under this Agreement shall be deemed to have been duly given and received if:

- Personally delivered to the undersigned representative listed below at the addresses set forth below;
- Deposited in the U.S. Mail, postage prepaid, certified, return receipt requested to the addresses set forth below; or
- Prepared and provided to recognize and reputable overnight delivery service, such as UPS or FedEx, to be delivered to the addresses set forth below.

In addition to the voluntary termination, this Agreement will be terminated if *The City of Surprise* does not comply with sections four (IV) through Eleven (XI) herein, or under additional circumstances:

- 1) A fatality occurs resulting, in whole or in part, from non-compliance with the OSHA standards;
- 2) *The City of Surprise* exhibits a pattern of non-compliance with the OSHA standards, i.e., a continued pattern of serious hazards identified during compliance or consultation visits;
- 3) *The City of Surprise* fails to correct hazards identified during compliance inspections or consultation visits.

This Agreement is valid for three years from the date signed. At the end of the three year period a decision by the Assistant Director and/or the Consultation and Education Training Supervisor will be made regarding *The City of Surprise* 's progress in accomplishing goals and visits that are agreed upon.

In addition, *The City of Surprise* will be asked to provide a summary of the ADOSH Partnership process, effect on injury and illness rates, employee awareness and safety & health management within the organization. By working together ADOSH and *The City of Surprise* will have worked toward reducing injury and illness rates to the point where it would not be targeted due to excessive rates.

XIV. SIGNATURES

IN WITNESS WHEREOF, the parties thereto have entered into this Agreement on this 10th day of March, 2023

The City of Surprise

Arizona Division of Occupational Safety & Health

ADDRESS: 16000 N Civic Center Plaza Surprise, AZ 85374

ADDRESS: 800 West Washington Street, Phoenix, AZ 85007

By:



Name:

BOB WINGENROTH

Title:

CITY MANAGER

By:



Name:

Steve Morgan

Title:

Assistant Director ADOSH

By:

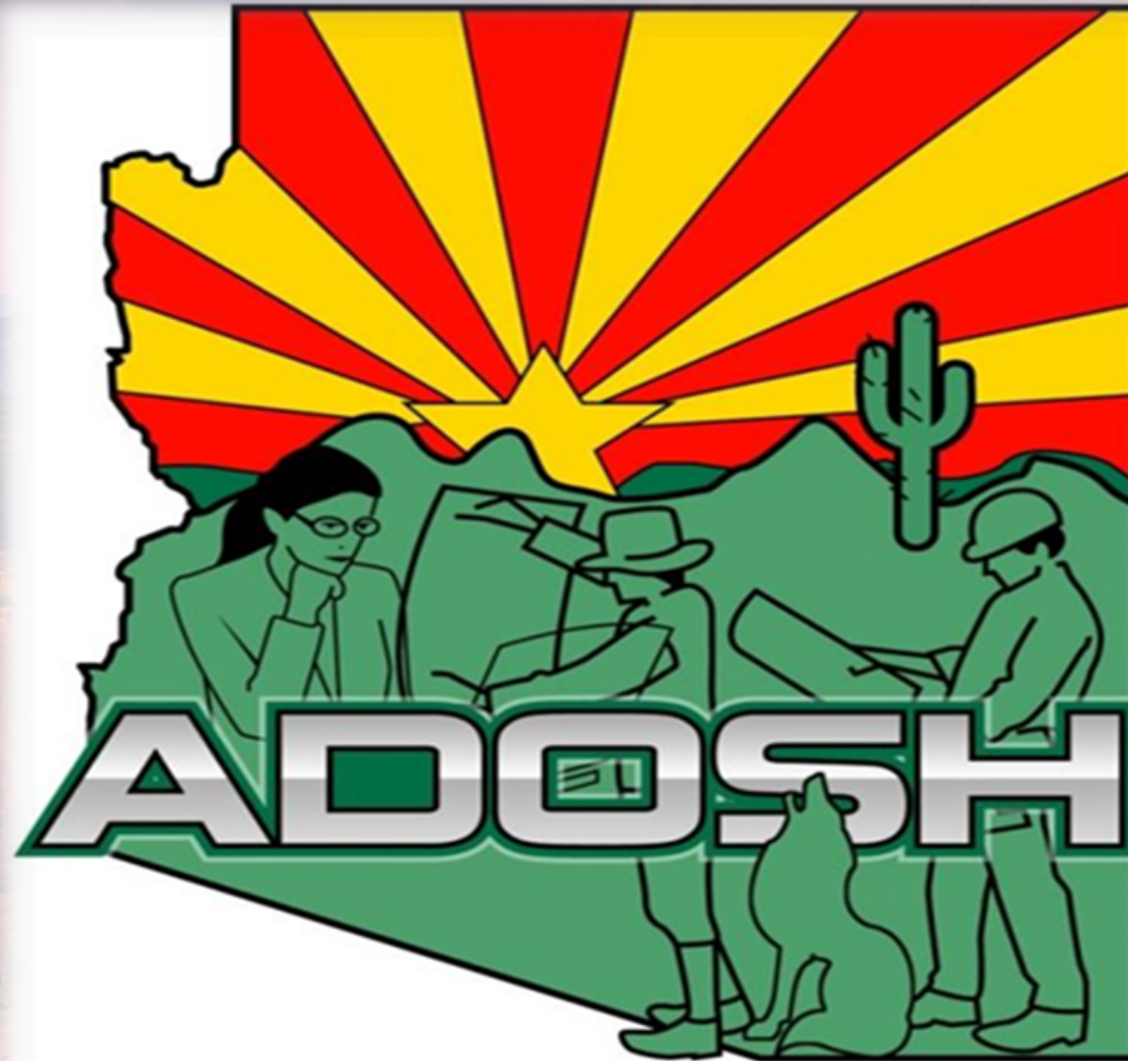
Name:

By:

Name:

Title:

Title:



Protection of life, health, safety and
welfare of Arizona's most valuable assets.





Mission:

“Protection of life, health, safety and welfare of Arizona’s most valuable assets.”

Vision:

“ADOSH’s vision is to be a leader in occupational safety and health by making Arizona’s workplaces as safe and healthy as possible.”

ADOSH Consultation - Compliance Assistance

- What we accomplished last year...
 - 1100 Consultation visits
 - Over 1,900 serious hazards identified and abated
- Over 125,000 employees removed from hazards
- 175 Cooperative Program Alliance/Partners Companies
- Training Classes
 - weekly webinar
 - In person



Public Entity Partnership Program (PEPP)



- The Consultation division within ADOSH allows businesses and worksites to become compliant with OSHA standards before an accident occurs without fear of being cited for violations identified and abated.
- In Arizona our Consultation services have advanced to the next level allowing public entities to receive the benefit of ADOSH Consultation visits.
- Public entities can enter into our Public Entity Partnership Program, also known as PEPP, and take the next step in workplace safety.

Public Entity Partnership Program (PEPP)



- The PEPP program was created by ADOSH to engage with public sector employers and help improve and enhance current safety and health practices at all levels within the public entity.
- Through the program ADOSH will implement the best industry practices and improve upon existing safety programs as well as highlighting programs that are working well in other departments.
- ADOSH will establish goals to improve safety in the workplace which will be measured on an annual basis.

Public Entity Partnership Program (PEPP)



- To be considered for a PEPP partnership, public entities must determine what departments will be focused on and what goals will be measured.
- PEPP members are evaluated on an annual basis.
- ADOSH Consultants and a Compliance Assistance Officer will be assigned to help the public entity reach their agreed upon goals.

Partnership

Employer Benefits



Success



22 inspections with 143 violations and a saving of \$281,300 in potential fines. The goals of the agreement were met.

1. Reduce injury total case and DART (Days Away Restricted Transfer) rates by 15%.

2015 TCR=8.57

2017 TCR=3.59

We have had a TCR rate reduction of 58.1%

2015 DART=6.46

2017 DART=2.87

We have had a DART reduction rate of 55.5%

2. Implement 2 “best practices” for each Department.

I maintain a list of best practices identified during inspection. On average there are 4-6 best practices per dept. listed.

3. Increase worker involvement with hazard identification and training.

Members of the Safety Committee participate in safety inspections.

With materials provided by myself, safety trainings are conducted as “peer to peer” trainings.

4. Enhance communication between management and workers.

A safety hotline has been established.

Department internal safety committee members engage a Q&A session during each monthly safety meeting then conduct monthly meetings with Dept. management.

Success



Safety -21

Health -13

Serious Citations - 60

Non-serious Citations- 44

8 Training Classes- all county employees attended at least one training class and over 150 attendees, From surrounding communities

Rates calculated showed decrease

Public Entity Partnership Program (PEPP)

ADOSH Team's Role Responsibility

- Evaluate the Trends Currently Seen
- Encourage Employees To Be Involved In The SHMS
- Work on First Aid & Near-miss Reporting
- Proactively Promote ADOSH Safety Training
- Abate All Hazards In A Timely Manner
- Review OSHA Form 33 with Leadership & Employees
- Annual Meet With Partnership Leadership To Discuss Goals & Outcomes

Public Entity Partnership Program (PEPP)

ADOSH Team's Role Responsibility



- Evaluate Workplace & Identify Recognized Hazards & Compliance with ADOSH/OSHA Standards
- Recommend Industry Best Practices
- Provide Training Required by ADOSH/OSHA Standards to Meet Partner's Need(s)
- Evaluate Trends on Records of Injuries & Illnesses

Public Entity Partnership Program (PEPP)

ADOSH Team's Role Responsibility



- Evaluate Safety & Health Management Systems Within City/County
- Communicate with Employees to Improve Overall Safety & Health Awareness
- Provide Written Reports to Employer

ADOSH PEPP Partnerships

- Yuma County
- Navajo County
- Cochise County
- La Paz County
- City of Tucson Water/Parks
- City of Scottsdale
- City of Goodyear
- City of Sierra Vista
- City of Avondale
- City of San Luis
- City of Peoria
- City of Phoenix/ Water Services Dept.
- City of Nogales
- City of Douglas

ADOSH PEPP Partnerships

Soon to Sign!!!

City of Kingman

City of Surprise

Town of Gilbert

City of Phoenix P&R



Reports

- **Receive Within 20 Days**
- **Cover Letter**
- **Main Intro**
- **OSHA 300 Log**
- **Hazards Identified**
- **Recommendations**
- **Form 33**
- **Appendices**



Partners

ADOSH Uses a Form 33 to evaluate the safety
and health culture

So What does This Mean?



Safety & Health Program Assessment Worksheet (OSHA Form 33)



ADOSH Uses OSHA Form 33 to Evaluate the Safety & Health Culture

- So what does this mean?

Businesses and public entities will be scored with 0 – 3 rating.

- 0 = No programs or policies in places for employee safety
- 1 = Little to no programs or policies in places for employee safety (Needs Major Improvement)
- 2 = Moderate programs or policies in place for employee safety (Needs Minor Improvement)
- 3 = Highest level of programs or policies for employee safety

Safety and Health Program Assessment Worksheet (OSHA Form 33)

Request Number		Visit Number		Visit Date	
Employer					
Site Location					

Legend: 0 = No; 1 = No, Needs major improvement; 2 = Yes, Needs minor improvement; 3 = Yes; NA = Not Applicable; NE = Not Evaluated
* = Stretch Items Attribute of Excellence

Synthesis Item Score						
	0	1	2	3		
With the total knowledge you now have of this organization (whether or not such knowledge has been captured by attribute ratings), use your professional judgment to assign an overall score for the organization's safety and health system.						
Hazard Anticipation and Detection						
	0	1	2	3	NA	NE
1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years.						
Comments:						
2. Effective safety and health self-inspections are performed regularly.						
Comments:						
3. Effective surveillance of established hazard controls is conducted.						
Comments:						
4. An effective hazard reporting system exists.						
Comments:						

Major Elements- Review

- Management commitment & employee involvement
- Worksite analysis
- Hazard prevention & control
- Safety and health training





Questions ?



CITY OF SURPRISE Regular Council Work Session

Council Meeting Date: April 4, 2023

Contact Person: Danielle Osborne, HSCV
Administrator

Submitting Department: Human Svcs and Comm
Vitality

District: Citywide

Staff Recommendations: None

Consent: No

Regular: Yes

Public Hearing: No

Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to the Veterans, Disability & Human Services Commission Community Legend Award program.

Motion:

None, this item is for discussion only.

Background:

At the request of the Veterans, Disability & Human Services Commission, HSCV staff has created the new Surprise Community Legend Awards program to celebrate people whose actions have made a positive impact on the Surprise Community. This item is being presented to the City Council to raise awareness of the program, and to provide an overview of the process and nomination opportunities.

Objective Analysis:

The mission of the Veterans, Disability & Human Services Commission is to promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is City and Council policy compliant.

Financial Impact:

None at this time, however future actions related to this item may lead to financial impact.

Budget Impact:

None at this time, however future actions related to this item may lead to budget impact.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. VDHS Recognition Program
-



Surprise Community Legend Awards Program

City Council Work Session | April 4, 2023

Surprise Community Legend

- The recognition program, presented by the City of Surprise Veterans, Disability & Human Services Commission, is an opportunity to celebrate people whose actions have made a positive impact on the Surprise Community.



Selection Criteria

1. Nominees will have made a contribution to improving the quality of life for the Surprise community by:
 - Measurably improving the lives of vulnerable Surprise residents through grassroots efforts
 - Promoting quality of life, accessibility, and equity for all residents of Surprise
 - Linking residents to programs that offer the support needed for a fuller, safer lifestyle
2. Nominees must fall into one of more of the following categories:
 - Individual Legend (Individual; must be a Surprise resident for at least two years)
 - Outstanding Youth (Must be aged 18 or younger)
 - Volunteer of the Year (Organizational affiliation must be noted in the application)
 - Organization of the Year (Private, non-profit, and faith-based are acceptable)



How to Nominate

- Nominees must meet the criteria outlined in the application.
- To submit a nomination, complete and submit an application by June 30, 2023.
- Nomination forms should include sufficient information to give the Selection Committee an understanding of the contributions made by the nominee. Additional information such as letters of support, biographical information and/or information about related projects/initiatives will be accepted. Please include these with your nomination form.
- Incomplete nomination forms will be considered void.



Submission Guidelines

All applications must be received by
June 30, 2023 at 5:00 p.m.

Applications may be completed electronically by visiting
www.surpriseaz.gov/CommunityLegend

Paper applications are available upon request.



Application

- Information Required:
 1. Nominee's name, address, contact info
 2. Nominator's signature and contact info
 3. Brief description of the reason for nomination (1,000 word limit; video submissions no longer than 3 minutes are acceptable; supporting documents are permitted)
 4. Note applicable category or categories for nominee
 5. How did you hear about the Recognition Program?



Additional Information

- A webpage will be established to provide details, download the application, and spotlight current and past recipients
- Plaques will be awarded to recipients
- Current Surprise Resident of at least two years
- Self-Nominations are prohibited
- Businesses/Organizations must operate out of or have a continual presence in Surprise
- Posthumous awards are accepted, however the nominee must have been deceased for at least 6 months
- A note of appreciation will be distributed to any nominee who is not among the final selected candidates
- A memo will be distributed to the City Council to notify them of the winners



Program Timeline

- April 19th – Application goes live
 - June 30th – Applications due
 - July – Review meeting; final recommendations determined
 - August – VDHS Commission Approval
 - September – Golden Rule & Interfaith Breakfast/Awards presented
- 



SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Thank You