



**CITY OF SURPRISE**  
**Education Subcommittee Meeting**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**

Thursday, May 25, 2023 @ 3:00 PM  
**COUNCIL CHAMBERS OVERFLOW ROOM**

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Education Subcommittee Agenda

**CALL TO THE PUBLIC:**

**CONSENT AGENDA:**

- |    |          |  |                                    |
|----|----------|--|------------------------------------|
| 1. | Citywide | Consideration and action to approve the Education Subcommittee Meeting Minutes of December 13, 2022. | Mike Hoover<br>City Manager Office |
|----|----------|--|------------------------------------|

**REGULAR AGENDA ITEM - NON-PUBLIC HEARING:**

- |    |          |   |  |
|----|----------|---|--|
| 2. | Citywide | Discussion and review of preliminary Workforce and Education roadmap recommendation.  | None<br><br>Mike Hoover<br>City Manager Office |
| 3. | Citywide | Discussion pertaining to West-MEC new adult education Fall 2023 programming.          | None<br><br>Mike Hoover<br>City Manager Office |
| 4. | Citywide | Discussion pertaining to Estrella Community College CTE approved scholarship program. | None<br><br>Mike Hoover<br>City Manager Office |

- G. Other Business and Future Agenda Items
- H. Executive Session

For information purposes: Upon a public majority vote of a quorum (“Commission”), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission’s attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

- I. Adjournment

POSTED: Monday, May 22, 2023 at 4:20 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**  
**Education Subcommittee Meeting**

Council Meeting Date: May 25, 2023  
Submitting Department: City Manager Office  
Staff Recommendations:

Contact Person: Mike Hoover, Assistant Director  
District: Citywide

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

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**Agenda Wording:**

Consideration and action to approve the Education Sub-Committee Meeting Minutes of December 13, 2022.

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**Motion:**

I move to approve the December 13, 2022 Education Sub-Committee meeting minutes.

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**Background:**

N/A

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**Objective Analysis:**

N/A

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**Policy Compliant:**

N/A

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. 2022-12-13 Education Minutes DRAFT
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**CITY OF SURPRISE**  
**Education Sub-Committee Meeting**  
**16000 North Civic Center Plaza**  
**Surprise, AZ 85374**

**Tuesday, December 13, 2022 – 3:00 p.m.**

**CALL TO ORDER**

Chair Vice Mayor Aly Cline called the **Education Sub-Committee Meeting** to order at 3:01 p.m. at Surprise City Hall, Overflow Room, 16000 North Civic Center Plaza Surprise, Arizona 85374, on Tuesday, December 13, 2022.

**ROLL CALL**

Vice Mayor Aly Cline, Chair, Councilmember Jack Hastings, Committee Member, Mike Hoover, Assistant Director, Committee Member, Seth Dyson, Human Service & Community Vitality Director, Committee Member.

**PLEDGE OF ALLEGIANCE**

**CURRENT EVENTS AND REPORTS**

None.

**STAFF REPORTS**

None.

**STAFF PRESENT**

Kirsten Hall, Economic Development Project Manager, Kris Cassens, Economic Development Operations Specialist, Virginia Mungovan, Director Marketing & Communications, Kasey Peterson, Human Resources Manager, Jackie Moucheron, Staff Liaison, Genevieve Martin Del Campo, Staff Liaison.

**CALL TO THE PUBLIC**

None.

**REGULAR AGENDA ITEM**

**1. Consideration and action pertaining to the approval of the October 25, 2022, Education Sub-Committee meeting minutes:**

Councilmember Jack Hastings moved to approve the October 25, 2022, Education Sub-Committee Meeting minutes and Committee Member Mike Hoover seconded the motion. Motion carried 4-0.

**2. Discussion item: Discussion pertaining to an update on the progress to the structure and eligibility requirements for a student scholarship program:**

Mike Hoover presented an update on the progress of the student scholarship program. He recommended reducing the current student scholarship program budget to \$35,000 and using the \$15,000 to fund the Surprise Youth Employment Program. Vice Mayor Cline asked if a motion was necessary for the recommendation. Mike Hoover responded no since it was previously funded.

Mike mentioned some near-term activities that he is excited about. The first one is the Youth College Scholarship Program and the potential to identify additional resources that are already funded in the City Budget. The second is workforce and aligning initiatives, goals, and resources between departments specifically Economic Development, Human Service and Community Vitality, and Human Resources. There is a lot of potential for sharing resources and creating a roadmap with various things that we are currently working on.

Vice Mayor Cline mentioned that it is important to create a roadmap for accountability and effectiveness. Councilmember Hastings added that he appreciates the help with this and is excited about where this is going. Seth Dyson added that Mike did a good job at summarizing our direction and thinks that a roadmap will be key in identifying all the other things that are happening in this phase. Kirsten Hall gave a brief update on the Maricopa County agreement, which is complete and now awaiting revision recommendations from them.

**3. Discussion item: Discussion pertaining to grant funds available with regard to education and the possible procurement of a grant writer for related purposes:**

Todd Simpson discussed different options for education grant funds that are available for STEM and STEM education projects including Federal and State money. He also mentioned a private foundation HELIOS, another funder for equal access to STEM projects.

**OTHER BUSINESS AND FUTURE AGENDA ITEMS**

Discussion pertaining to an update on the progress of a student scholarship program.  
Discussion pertaining to a roadmap for the student scholarship program.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

Councilmember Hastings motioned to adjourn the meeting at 3:25 p.m. and Vice Mayor Cline seconded the motion. Motion carried 4-0.

**ATTEST:**

\_\_\_\_\_  
Vice Mayor Aly Cline, Chair

\_\_\_\_\_  
Jackie Moucheron, Staff Liaison

**CERTIFICATION:**

I, Sherry Ann Aguilar, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Education Sub-Committee Meeting of **Tuesday, December 13, 2022.**

\_\_\_\_\_  
Sherry Ann Aguilar, City Clerk, MMC

DRAFT



**CITY OF SURPRISE**  
**Education Subcommittee Meeting**

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Council Meeting Date: May 25, 2023  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Mike Hoover, Assistant Director  
District: Citywide

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

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**Agenda Wording:**

Discussion and review of preliminary Workforce and Education roadmap recommendation.

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**Motion:**

None, discussion only.

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**Background:**

During the December 13, 2022 meeting, the Sub-Committee requested a discussion pertaining to a roadmap for the student scholarship program.

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Education Subcommittee Meeting**

Council Meeting Date: May 25, 2023  
Submitting Department: City Manager Office  
Staff Recommendations: None

Contact Person: Mike Hoover, Assistant Director  
District: Citywide

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

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**Agenda Wording:**

Discussion pertaining to West-MEC new adult education Fall 2023 programming.

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**Motion:**

None discussion only

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**Background:**

West-MEC, a career and technical education school district, has a campus in Surprise along with several locations throughout the West Valley. West-MEC will be bringing its first adult education programming to the Surprise campus in the Fall of 2023. The programming will be in the field of healthcare and information technology.

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**Objective Analysis:**

The two adult education programs could address needs in the employer marketplace while also providing community members greater job growth opportunities.

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**Policy Compliant:**

City Council Strategic Plan: Strategy 2.1 Promote Surprise as a location for quality advanced manufacturing & Strategy 3.2 Support Educational Partners to Address Life-Long Learning Initiatives

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**Financial Impact:**

The item is not part of the recently approved scholarship program, if it were to be included in the future, the financial impact would be similar to the technology scholarship program.

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**Budget Impact:**

The item is not part of the recently approved scholarship program, if it were to be included in the future, the budget impact would be similar to the technology scholarship program.

**FTE Impact:**

None

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**ATTACHMENTS:**

1. 02-Dental Assisting Cut Sheet\_web
  2. 02-Adult Ed IT Security Cut Sheet
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# ***DENTAL ASSISTING***



Preparing students today for tomorrow's careers is our mission

# DENTAL ASSISTING

The Dental Assisting program, includes and requires 180-externship hours, prepares students to assist medical professionals with dental examinations, sterilize and prepare instruments, provide coronal polish procedures, take and process X-rays, and take impressions of teeth. Upon completion of the program, students will be prepared to seek one or more certifications like the Dental Assisting National Board (DANB) Radiation Health and Safety Certification and Coronal Polish.

## Dental Assisting | 780 hours

- ▶ Intro to Dental Assisting
- ▶ Dental Specialties
- ▶ Dental Office Administration
- ▶ Dental Materials and Lab Procedures
- ▶ CPR and Externship

## Program Requirements

- ▶ High school diploma/GED
- ▶ Immunizations: HEPB, TDAP, MMR
- ▶ Legal government issued ID
- ▶ Must be at least 18 years old
- ▶ Ability to pass criminal background checks

## Campus Details

West-MEC Southwest Campus  
500 N. Verrado Way  
Buckeye, AZ 85326

## Course Details

Monday-Thursday | 5:00 PM-8:00 PM

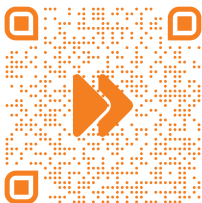
Tuition and Fees:

- ▶ Program of Study: \$7,635

📞 623.738.0046 📧 [adulted@west-mec.edu](mailto:adulted@west-mec.edu)

## How to Register

Visit [west-mec.edu/findyourhappy](http://west-mec.edu/findyourhappy) for information on registration or scan the QR code below.



# ***IT SECURITY***



# IT SECURITY

The IT Security program focuses on the foundational principles of securing computer networks and managing risk. Important topics covered are manage networks, ethical hacking defense, troubleshooting Linux OS, administering Microsoft, and mitigating security risks.

Upon completion of the program, students may test for several different certification exams including CompTIA A+, Linux +, Cisco CCNA, CompTIA Security +, and an MCSA exam.

## IT Security | 600 Hours

- ▶ Introduction to Computers
- ▶ Computer Hardware and Operating System Configurations and Support
- ▶ Microsoft Windows Configuration and Administration
- ▶ Linux Operating System
- ▶ Cisco – Introduction to Networks
- ▶ Cisco – Routing and Switching
- ▶ Fundamentals of IT Security

## Course Details

Monday-Thursday | 6:45PM-9:45PM

Tuition and Fees:

- ▶ Program of Study: \$ 4,850.00

## Campus Details

West-MEC Southwest Campus  
500 N. Verrado Way  
Buckeye, AZ 85326 (South of I-10 and Verrado)

📞 623.738.0046

✉️ [adulted@west-mec.edu](mailto:adulted@west-mec.edu)

## How to Register

Visit [west-mec.edu/findyourhappy](http://west-mec.edu/findyourhappy) for information on registration.



CITY OF SURPRISE
Education Subcommittee Meeting

Council Meeting Date: May 25, 2023
Submitting Department: City Manager Office
Staff Recommendations: None

Contact Person: Mike Hoover, Assistant Director
District: Citywide

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

Agenda Wording:

Discussion pertaining to Estrella Community College CTE approved scholarship program.

Motion:

None discussion only

Background:

The Surprise City Council approved an agreement with the Maricopa Community College Foundation & Estrella Community College in May 2023 providing technology scholarships for 8 industry-recognized certificates.

Objective Analysis:

The pilot program provides greater accessibility for community members to pursue education and jobs in the growing advanced manufacturing sector. The pilot program does not include other industries, which may be a future need as the scholarship promotion and implementation matures.

Policy Compliant:

City Council Strategic Plan: Strategy 2.1 Promote Surprise as a location for quality advanced manufacturing & Strategy 3.2 Support Educational Partners to Address Life-Long Learning Initiatives

Financial Impact:

Scholarship program was funded (\$35K) as a pilot. Potential additional resources may be available from ED contingency fund for expansion and promotion of program

Budget Impact:

The pilot program is funded and future funding could access the ED contingency fund.

FTE Impact:

None

ATTACHMENTS:

- 1. 01- Pres COS MCCCDF 4 18 2023 Scholarship





**SURPRISE**  
ARIZONA

# Surprise Applied Technology Scholarship Program

May 2, 2023

# Background

## Industry & Workforce

### External Forces

- Supply Chain & Reshoring
- West Valley applied technology growth (~20,000 jobs)

### Coordination at regional level

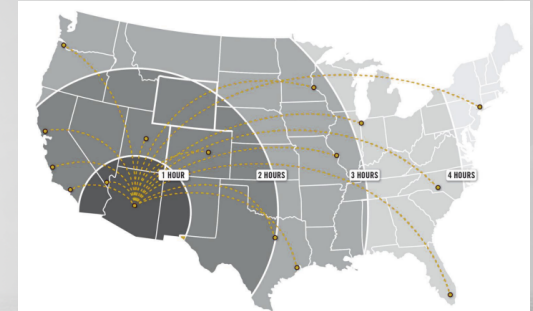
- West Valley Pipeline

### Investment with regional partners

- @WORK

### Collaborative with education providers

- University, Comm College, District, Charter, CTE



# Agreement

## **Surprise Applied Technology Scholarship Program (\$35,000)**

- Provider - Estrella Mountain Community College (EMCC)
- Admin - Maricopa County Community Colleges District Foundation
- Funded - City Council approved in 2022 as pilot program
- Reference - Town of Gilbert & City of Avondale

## **Industry Certificate Programs (EMCC)**

- Semiconductor, Robotics, Electrical, Mechanical, Automation & Coding

## **Time / Investment & Eligibility**

- 10 day to 1 year / \$500 to \$4,000 / On-campus & online
- Resident, student, graduate, employee

## **Future**

- Implement & explore CTE expansion offerings





**SURPRISE**  

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**ARIZONA**

**Thank You**

## RESOLUTION # 2023-42

### A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SURPRISE, ARIZONA APPROVING A FUNDING AGREEMENT WITH MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOUNDATION FOR THE SURPRISE APPLIED TECHNOLOGY SCHOLARSHIP FUND; AND A MEMORANDUM OF UNDERSTANDING WITH ESTRELLA MOUNTAIN COMMUNITY COLLEGE AND MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOUNDATION FOR SUPPORT OF THE APPLIED TECHNOLOGY PROGRAM

**WHEREAS**, the City has estimated that there are, or will be in the near future, some 5,000 net new jobs in the Surprise employment area which has created the need to better connect City residents and those working in the City with industry opportunities;

**WHEREAS**, on January 2, 2022 the City of Surprise City Council approved Resolution #2022-27 which included the use of funds for the purpose of providing scholarships to City residents and those working in the City in an effort to expand workforce development and business assistance; and

**WHEREAS**, the Maricopa County Community Colleges District Foundation (“MCCCDF”) is an Arizona non-profit corporation that provides financial scholarship assistance to students attending community college in Maricopa County;

**WHEREAS**, Surprise and MCCCDF (“the Parties”) intend to establish a non-endowment, Surprise Applied Technology Scholarship (the “Scholarship”) at Estrella Mountain Community College to provide resources to Surprise residents and those working in Surprise who are interested in working in the advanced manufacturing and technology fields;

**WHEREAS**, the City will fund, and MCCCDF will administer, the Scholarship to ensure that qualified recipients have access to career and technical education in the areas of study as set forth in Exhibit A to the Parties’ Agreement attached hereto as Exhibit A which align with the growing employer base in Surprise and the West Valley;

**WHEREAS**, the Parties and Estrella Mountain Community College have agreed, pursuant to a Memorandum of Understanding attached hereto as Exhibit B, to certain responsibilities to support the Applied Technology Program;

**WHEREAS**, the agreement with the Maricopa Community College District Foundation will not exceed \$35,000 without additional approval by the City of Surprise City Council.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the City of Surprise, Arizona, as follows:

**Section 1.** The Agreement between the City of Surprise and the Maricopa County Community College District Foundation, attached as Exhibit A, is approved.

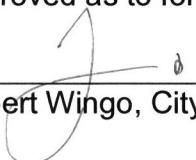
**Section 2.** The Memorandum of Understanding between Estrella Mountain Community College, Maricopa County Community College District Foundation, and the City of Surprise, attached as Exhibit B, is approved.

**Section 3.** The City Manager, or his designee, is hereby authorized to execute and submit all documents and other necessary or desirable instruments in connection with said Agreement.

**APPROVED AND ADOPTED** this 2<sup>nd</sup> day of May, 2023.

  
\_\_\_\_\_  
Skip Hall, Mayor

Attest:  
  
\_\_\_\_\_  
Sherry Aguilar, City Clerk

Approved as to form:  
  
\_\_\_\_\_  
Robert Wingo, City Attorney

**FUNDING AGREEMENT  
BETWEEN  
THE CITY OF SURPRISE  
AND  
THE MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT  
FOUNDATION  
FOR THE  
SURPRISE APPLIED TECHNOLOGY SCHOLARSHIP FUND**

This Funding Agreement (this "Agreement") is entered into as of May 2nd, 2023, between the City of Surprise, an Arizona municipal corporation (the "City") and the Maricopa County Community College District Foundation, an Arizona non-profit corporation d/b/a Maricopa Community Colleges Foundation ("MCCCDF", or the "Foundation"). The City and Foundation are referred to herein individually as a "Party" and collectively as the "Parties."

RECITALS

- A. On March 15, 2022 the City of Surprise City Council approved Resolution #2022-27 which included the use of funds in the amount of \$35,000 for the purpose of providing scholarships to City residents and those working in the City.
- B. The City has estimated that there are, or will be in the near future, some 5,000 net new jobs in the Surprise employment area pipeline which has created the need to better connect City residents and those working in the City with industry opportunities.
- C. The City has determined that a number of these current and future employment opportunities are and will continue to be in the fields of manufacturing and technology.
- D. Estrella Mountain Community College ("EMCC"), a member of the Maricopa County Community College District (the "District"), provides post-secondary education in fields related to the advanced manufacturing and technology industries.
- E. The Foundation is an organization recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code and receives and manages gifts, and provides scholarship opportunities, for the benefit of and on behalf of the District and its 10 colleges.
- F. The Parties intend to establish a new, non-endowment, Surprise Applied Technology Scholarship (the "Scholarship") at EMCC to provide resources to City residents and those working in the City who are interested in working in the advanced manufacturing and technology fields.

- G. The Parties believe that the Scholarship will help educate and train eligible recipients, while creating a pool of local educated professionals to help serve the various businesses, enterprises, and employers that employ City residents and students.
- H. The City and the Foundation desire to enter into this Agreement to establish each Party's rights and responsibilities with respect to the City providing the Foundation with funding for the Scholarship and the Foundation's administration of the same.

AGREEMENT

**NOW, THEREFORE**, in consideration of the foregoing recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Purpose of Agreement.** The purpose of this Agreement is for the City to fund a non-endowment scholarship, as part of a pilot program for the City, to be administered by the Foundation that will provide financial support to students interested in pursuing programs in advanced manufacturing and technology industry that are specifically described in Exhibit A attached hereto and incorporated herein by reference.
2. **Funding and Duration of Agreement.** This Agreement is subject to an appropriation of funds by the City Council. It is the City's intent to fund this initial pilot program one-time, in the amount of Thirty Five Thousand Dollars (\$35,000.00). This Agreement shall be effective as of the date set forth above and shall remain in full force and effect until the City's Scholarship Fund is depleted in accordance with the terms of this Agreement. Following the depletion of the City's Scholarship Fund, the City Council and staff may review all reports and data generated by the Scholarship program. The City Council may, in its sole discretion, approve additional Scholarship funds for additional educational years.
3. **The Foundation's Obligations and Use of Funds Received from City.** The Foundation shall use the Funds received from the City to create and administer the Surprise Applied Technology Scholarship Fund (the "Scholarship Fund") that will be used to fund the Scholarship in accordance with the criteria set forth herein, and in Exhibit A of this Agreement, attached hereto. Specifically, the Foundation shall:
  - A. Establish a Surprise Applied Technology Scholarship fund account to be used during the Program Period for administering and awarding Scholarships.
  - B. Collaborate with scholarship program partners to ensure criteria, selection and award of the scholarship is aligned with EMCC and MCCCDF policies and procedures.
  - C. Award Scholarships to successful applicants/recipients after participant selection in accord with applicable eligibility requirements. This Scholarship is not based on financial need.

- i. The successful recipient shall meet at least one of these requirements:
  - a. resident of the City of Surprise;
  - b. currently enrolled; or graduated in past year 24 months from a public or private education institution in the City;
  - c. part-time or full-time employment within the City
- ii. Recipients must enroll in one of the eligible academic programs held at Estrella Mountain Community college (EMCC). See eligible course list set forth on Exhibit A attached hereto.
- iii. The Scholarship funds may also be applied to cover the costs of the materials required by the program, including lab costs, as determined by EMCC.

D. Thoroughly vet applicants as follows:

- i. Interested eligible applicants will apply through the MCCCDF application system (Next Generation).
- ii. The Application shall include customized fields inquiring about the City's eligibility requirements set forth above, including Surprise residency, City employment, and current educational enrollment and/or recent high school graduation.
- iii. If applicable, applicant submits necessary documentation to show intent to take desired educational course work in the categories set forth herein below on Exhibit A.
- iv. Successful applicants will be selected upon the information provided in the online application system and determined by processes to be established by the Parties.

The Foundation shall be the administrator of the Scholarship Fund and shall use the proceeds of the Scholarship Fund exclusively for the administration of the Scholarship as set forth herein. Once disbursed to the Foundation, in the event the annual funding of monies is not fully allocated to qualifying students, monies in the Scholarship Fund may be rolled over to subsequent years. However, the Scholarship Fund must be fully depleted prior to January 1, 2024. If the Scholarship Fund is not depleted prior to January 1, 2024, the Foundation shall remit the remaining balance of the Scholarship Fund back to the City by February 1, 2024 (the "Program Period"). Notwithstanding anything to the contrary in this Section 3, the Foundation shall be entitled to assess a new gift administration fee of two percent (2%) in the quarter in which funds described in Section 4 are received by the Foundation to pay for costs and expenses incurred by the Foundation in administering the Scholarship Fund.

- 4. **City's Financial Obligation.** The City shall provide the Foundation with an amount not to exceed \$35,000.00 for the Scholarship Fund as detailed herein. Within thirty (30) days of execution of this Agreement by the Parties, or as soon as practicable thereafter, the City shall pay \$35,000.00 to the Foundation to be used for the Scholarship Fund.

5. **Reporting:** The Foundation shall maintain records, books, documents, and other materials relevant to its performance under this Agreement and shall provide the City with the necessary information to meet the City's reporting requirements. This includes maintaining adequate records to demonstrate funds are utilized in accordance with the purposes of this agreement, along with information identifying the recipient, amount, and date of transfer. The City may request additional information, as needed. These records shall be subject to inspection, review and audit by the City or its designee, for five years following termination of this Agreement.

At least quarterly, the Foundation shall submit to the City an itemized report setting forth an accounting for the Scholarship Fund and detailing how the funds in the Scholarship Fund were expended.

6. **Noncompliance.** If the City, in its sole discretion, determines the Foundation is in breach of this Agreement, the City shall give written notice to the Foundation of the specific area of noncompliance. The Foundation shall correct the breach and comply with the terms of this Agreement within 30 calendar days of the date on the City's notice.
7. **Termination for Cause:** If the Foundation does not comply within 30 calendar days from the date of the notice of breach, the City may terminate this Agreement, and the Foundation shall immediately return to the City all funds provided by the City pursuant to this Agreement, excluding amounts of the Scholarship Fund disbursed to students as of the termination date.
8. **Termination of the Scholarship Without Cause.** The City may terminate this Agreement, for convenience or otherwise, for any reason or no reason within the City's sole and absolute discretion, and for no consideration or damages, upon 30 days prior written notice to the Foundation. Should the City terminate the Scholarship pursuant to this Section, this Agreement shall automatically terminate, in which event the Foundation shall refund to the City its proportionate share of the Scholarship Fund, excluding amounts of the Scholarship Fund disbursed to students as of the termination date.
9. **Compliance with Law, Guidelines.** The Foundation shall comply with all federal, state, and local laws and all other applicable requirements including the Family Educational Rights and Privacy Act, federal Single Audit requirements, to the extent applicable.
10. **Conflict of Interest.** In accordance with ARIZ. REV. STAT. § 38-511, the Foundation and the City may cancel this Agreement within three years after the execution of this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of either party, at any time while this Agreement or any extension thereof is in effect, is an employee or agent of any other party to this

Agreement in any capacity or a consultant to any other party with respect to the subject matter of this Agreement.

11. **Indemnification:** The City's role is solely to provide funding for the Scholarship Fund. The Foundation agrees to defend, hold harmless and indemnify the City from any claims, loss, damage, liability, cost, charge or expense, whether direct or indirect, including reasonable attorney's fees, and whether to any person or property to which the City, its agents, employees or said parties may be subject to related to the Scholarship or the Scholarship Fund, including, but not limited to, actions for bodily injury, illness, death, or property damage. This section shall survive the expiration or termination of this Agreement.
12. **Independent Contractor.** The Foundation is an independent contractor and not an agent or employee of the City.
13. **Entire Agreement; Amendments.** This Agreement represents the entire agreement between the Parties with respect to the subject matter hereof. This Agreement may not be amended except through an appropriate writing signed by the Parties.
14. **Assignment Prohibited.** The Foundation shall not assign any rights acquired hereby, without first obtaining the written consent of the City.
15. **Non-Appropriation.** The City's obligations to fund the Scholarship pursuant to this Agreement, including Section 4 above, are contingent upon the City Council's appropriation of funds sufficient to fund the Scholarship, and making such funds actually available for payment by the City of expenses incurred herein. The City shall be the sole judge and authority in determining the availability of funds under this Agreement and the City shall keep the Foundation fully informed as to the availability of funds. The obligation of the City to incur expenses pursuant to this Agreement is a current expense of the City, payable exclusively from such annual appropriations, and is not a general obligation or indebtedness of the City. If the City Council fails to appropriate money sufficient to pay the amounts as set forth in this Agreement during any immediately succeeding fiscal year, this Agreement shall terminate at the end of then-current fiscal year and the City shall be relieved of any subsequent obligation under this Agreement.
16. **Immigration Law Warranty.** As required by A.R.S. § 41-4401, the Foundation hereby warrants its compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A). The Foundation further warrants that after hiring an employee, the Foundation verifies the employment eligibility of the employee through the E-Verify program. If the Foundation uses any subcontractors in performance of this Agreement, subcontractors shall warrant their compliance with all federal immigration laws and regulations that relate to its employees and A.R.S. § 23-214(A), and subcontractors shall further warrant that after hiring an employee, such subcontractor verifies the employment eligibility of

the employee through the E-Verify program. A breach of this warranty shall be deemed a material breach of this Agreement that is subject to penalties up to and including termination of this Agreement.

17. **Notices and Requests.** Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if (a) delivered to the Party at the address set forth below, (b) deposited in the U.S. Mail, registered or certified, return receipt requested, to the address set forth below or (c) given to a recognized and reputable overnight delivery service, to the address set forth below:

If to the City: City of Surprise  
16000 N Civic Center Plaza  
Surprise, Arizona 85374  
Attn: Jeanine Jerkovich, Director, Economic  
Development

With copy to: City of Surprise  
16000 N Civic Center Plaza  
Surprise, Arizona 85374  
Attn: Robert Wingo, City Attorney

If to the Foundation: Maricopa Community Colleges Foundation  
2419 West 14th Street  
Tempe, Arizona 85281  
Attn: Brian Spicker, President and CEO

With copy to: Estrella Mountain Community College  
3000 North Dysart Rd.  
Surprise, Arizona 85392  
Attn: Jonathan Robles

or at such other address, and to the attention of such other person or officer, as any Party may designate in writing by notice duly given pursuant to this subsection. Notices shall be deemed received (a) when delivered to the Party, (b) three business days after being placed in the U.S. Mail, properly addressed, with sufficient postage, or (c) the following business day after being given to a recognized overnight delivery service, with the person giving the notice paying all required charges and instructing the delivery service to deliver on the following business day. If a copy of a notice is also given to a Party's counsel or other recipient, the provisions above governing the date on which a notice is deemed to have been received by a Party shall mean and refer to the date on which the Party, and not its counsel or other recipient to which a copy of the notice may be sent, is deemed to have received the notice.

18. **Israel.** The Foundation certifies that it is not currently engaged in, and agrees for the duration of this Agreement that it will not engage in a “boycott,” as that term is defined in Ariz. Rev. Stat. § 35-393, of Israel.
19. **Compliance with Ariz. Rev. Stat. § 35-394.** The Foundation hereby certifies that it shall comply with A.R.S. § 38-394, and shall sign the Certification attached hereto as Exhibit B.
19. **Counterparts.** Except as may be prohibited by applicable law or regulation, this Agreement and any amendment may be signed in counterparts, by facsimile, PDF, or other electronic means, each of which will be deemed an original and all of which when taken together will constitute one agreement. Facsimile and electronic signatures will be binding for all purposes.
20. **Severability.** If any provision of this Agreement shall be found invalid or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.


**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement as of the date set forth above.

**“City”**

THE CITY OF SURPRISE, an Arizona municipal corporation,

  
 \_\_\_\_\_  
 Skip Hall, Mayor

Date: 5/2/23

  
 \_\_\_\_\_  
 Sherry Aguilar, City Clerk

**“Foundation”**

MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOUNDATION D/B/A MARICOPA COMMUNITY COLLEGES FOUNDATION, an Arizona non-profit corporation,

*Brian Spicker*  
 \_\_\_\_\_  
 Brian Spicker, President and CEO

Date: 03 / 21 / 2023

\_\_\_\_\_

**EXHIBIT A**  
**Areas of Study to be Eligible for the City of Surprise Applied Technology  
Scholarship Program**

**Automated Industrial Technology I** - The Certificate of Completion (CCL) in Automated Industrial Technology I prepares students to troubleshoot, maintain and repair a variety of automated electro-mechanical, product assembly and product distribution systems that use other methodologies to accomplish system management. **16 credits – in-county-resident cost \$1,360. Materials cost: \$250 Timeframe: Complete in two semesters or less. Held at Estrella Mountain Community College**

**Automated Industrial Technology II** - The Certificate of Completion (CCL) in Automated Industrial Technology II prepares students to troubleshoot, maintain and repair a variety of automated electro-mechanical, product assembly, process control, and product distribution systems that use programmable controls and other methodologies to accomplish system management. **32 credits – in-county-resident cost \$2,720. Materials cost: \$250 Timeframe (fulltime): Complete in two semesters or less. Held at Estrella Mountain Community College**

**Electrical Systems Technology** - The Certificate of Completion (CCL) in Electrical Systems Technology program curriculum is designed to provide training for persons interested in the installation and maintenance of electrical systems found in commercial and industrial facilities. **20 credits – in-county-resident cost \$1,700. Materials cost: \$250 Timeframe: Complete in two semesters or less. Held at Estrella Mountain Community College**

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**Robotics Technology** - The Certificate of Completion (CCL) in Robotics Technology prepares students for the field of robotics operations, applications, programming and Automation System Integration. The program emphasizes knowledge and skills required to troubleshoot, program, repair, operate and work safely with robots. **7 credits - in-county-resident cost \$595. Materials cost: \$250 Timeframe: Complete in one semester. Held at Estrella Mountain Community College**


**Semiconductor Technician Quickstart program** -The Semiconductor Technician Quick Start is an intense, 10-day program designed to prepare you for an entry-level technician job in a semiconductor, or microchip, manufacturing facility. The Quick Start runs every two weeks through the summer of 2023. Students who complete the program will receive a Semiconductor Technician, Level 1 certificate and three college credits. **\$500. 3 credits.**

**Timeframe: 10 days. Interview held with employers at completion of course. Held at Estrella Mountain Community College**

**Back End Software Development Coding Bootcamp** - EMCC and Promineo Tech are partnering to offer you the affordable training you need to become a software developer! Software developers create computer programs that help users do everything from organize data to play video games. They write the back-end and front-end computer programs we all rely on to help us in our everyday lives. **18 hours non-credit classes. \$3,600**  
**Timeframe: 18 hours. Held online**

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**Timeframe: 18 hours. Held online**

**EXHIBIT B – CERTIFICATION – A.R.S. § 38-394**

	<p align="center"><b>CERTIFICATION OF COMPLIANCE WITH ARIZ. REV. STAT. § 35-394</b></p>	<p><b>CITY OF SURPRISE</b> Economic Development Department 16000 N. Civic Center Plaza Surprise, AZ 84374</p>

<b>CERTIFICATION</b>	
<p><input checked="" type="checkbox"/> Pursuant to subsection A of A.R.S. § 35-394, I certify that I am authorized to make this certification on behalf of the Maricopa County Community Colleges District Foundation (“MCCCDF”). I further certify that MCCCDF does not currently, and agrees for the duration of the contract that it will not, use:</p> <ol style="list-style-type: none"> <li>1. The forced labor of ethnic Uyghurs in the People's Republic of China.</li> <li>2. Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.</li> <li>3. Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.</li> </ol>	
<p>By: <u>        <i>Brian Spicker</i>        </u>  Printed Name: <u>        Brian F. Spicker        </u>  Entity: _____  Date: <u>    03 / 21 / 2023    </u>    Maricopa County Community College Foundation</p>	<p>Address: _____  <u>    2419 W 14th St., Tempe, AZ 85281    </u>  Phone Number: <u>    602-572-8566    </u>  Facsimile: _____  <u>    480-731-8411    </u></p>

# Signature Certificate

Reference number: **NMVKT-GEZ5L-PEPRH-WWWQWG**

**Signer**

**Timestamp**

**Signature**

**Brian Spicker**

Email: [brian.spicker@domain.maricopa.edu](mailto:brian.spicker@domain.maricopa.edu)

Sent:

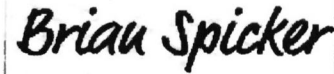
20 Mar 2023 23:10:08 UTC

Viewed:

21 Mar 2023 16:38:57 UTC

Signed:

21 Mar 2023 16:39:14 UTC



**Recipient Verification:**

✓ Email verified

21 Mar 2023 16:38:57 UTC

IP address: 174.234.218.229

Location: Phoenix, United States

Document completed by all parties on:

21 Mar 2023 16:39:14 UTC

Page 1 of 1



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EXHIBIT B

MEMORANDUM OF UNDERSTANDING BETWEEN ESTRELLA MOUNTAIN  
COMMUNITY COLLEGE, THE MARICOPA COUNTY COMMUNITY COLLEGE  
DISTRICT FOUNDATION AND THE CITY OF SURPRISE

MEMORANDUM OF UNDERSTANDING BETWEEN ESTRELLA MOUNTAIN  
COMMUNITY COLLEGE, THE MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT  
FOUNDATION AND THE CITY OF SURPRISE FOR SUPPORT OF THE SURPRISE  
APPLIED TECHNOLOGY SCHOLARSHIP PROGRAM

**The City of Surprise Applied Technology Scholarship Program**

The City of Surprise's ("Surprise" or "City") Economic Development Department has estimated that there are 5,000 net new jobs in the Surprise employment pipeline which has created the need to better connect community members with industry opportunities. The City's Applied Technology scholarship program ("Scholarship") will assist the City in connecting community members with local industry opportunities. This Scholarship furthers the City Council's strategy plan adopted on Dec 3, 2019, specifically, City Council Strategy, Strategy 3.2: **Support our Educational Partners to Address Life-long learning initiatives.**

Strategy 3.2 reflected the Council's desire to work with all educational partners to identify innovative learning opportunities for all ages while developing workforce development programs including shared-facility use agreements. The City's strategy also seeks to support City and school/college initiatives and partnerships to engage with our youth population, while promoting Career and Technical Education (CTE) opportunities in Surprise to enhance vocational and technical training opportunities for Surprise residents. Finally, the Strategy seeks and maintain a direct connection between the City and schools through the Surprise Youth Council and other youth initiatives that promote educational enrichment programs.

This Scholarship would also support the regionally supported WESTMARC West Valley Pipeline strategy which was co-authored by City staff and funded by 14 municipalities including the City. The WESTMARC West Valley Pipeline strategy strives to align resources to enhance workforce and education infrastructure of current and future occupations and guide a diverse workforce to choose career pathways relevant to target industries. The West Valley Pipeline strategy targets the industry sectors of Advanced Business Services, Advanced Manufacturing, Aerospace and Aviation, Health Services, Information Technology, and Transportation and Logistics. However, this inaugural Scholarship program will focus on coursework with a focus on Advanced Manufacturing and Aerospace and Aviation.

The Maricopa County Community College District Foundation ("MCCCDF") is an organization recognized as tax-exempt under Section 501(C)(3) of the Internal Revenue Code and receives and manages gifts, and provides scholarship opportunities for the benefit of and on behalf of the ten colleges of the Maricopa County Community College District.

The Estrella Mountain Community College ("EMCC") is a two-year post-secondary education institution offering higher education and learning opportunities for students from all over Maricopa County. EMCC is conveniently located near the City of Surprise.

The MCCCDF and EMCC programs are designed to create an efficient, predictable pathway toward meeting the City's strategic goals of working with the City's youth and residents of all ages to take advantage of applicable educational opportunities through industry-recognized certification.

Now, Surprise, EMCC and the MCCCDF wish to enter into this Memorandum of Understanding ("MOU") to more fully set forth the intent of each of the parties to collaboratively provide Scholarship assistance

to individuals seeking meaningful education and future local employment opportunities in those industries expected to impact Surprise most in the post Covid 19 economy, while also providing more qualified workers to the expanding industrial industries in the City. This MOU is not an obligation of or a commitment of funds, or a basis for a transfer of funds, but rather a statement of understanding between the Parties concerning the creation and potential administration of the Scholarship program.

It is the City's intention to start the Surprise Scholarship Program with two industry sectors with one college partner, EMCC. With the Scholarship program's success, the City may expand the Scholarship program with offerings for training and education in other industries and incorporate other education partners.

Initially, the City intends to fund a \$35,000 annual scholarship. These funds will assist students seeking a certificate or AAS degree in any of the eight educational categories set forth below in Exhibit A, by paying for tuition, books, equipment or industry recognized certifications. The City's target market will be residents and/or employees of Surprise seeking long-term careers in the eight educational categories set forth in Exhibit A and desiring to live in and around the Surprise area. It is the City's intent for this Scholarship to allow local employers to leverage this Scholarship in an effort to attract and recruit qualified employees to build their workforce. Key benefits include sustaining a stable workforce, building a more qualified and professional workforce, and supporting local students and residents in their educational and professional pursuits.

#### **Responsibilities of EMCC.**

1. Coordinate with MCCCDF to develop an application (utilizing the EMCC Academic Works portal) for interested applicants to apply.
2. Develop marketing materials in collaboration with other Scholarship program partners.
3. Promote the Scholarship program to potential participants.
4. Utilize the EMCC Outreach Team to increase awareness of the Scholarship opportunity.
5. Identify academic areas and student costs that can be supported by the Scholarship program.
6. Coordinate with Financial Aid Team, Development Office, MCCCDF and Surprise to develop a process for awarding scholarships.
7. Offer Scholarship recipients the opportunity to work with EMCC Career Services Center through resume' development workshops and access to internships or other employment opportunities.
8. Provide reports as needed regarding the number of students awarded Scholarship funds, the amount of funds awarded or withheld, program metrics demographic profiles, or other information collected in the administration of the program or as requested by Surprise.

#### **Responsibilities of Surprise.**

1. Provide input in Scholarship application development.
2. Promote the Scholarship opportunity to Surprise businesses, residents, students, and prospective employers/businesses which may want to locate in the area.
3. Serve as the Scholarship program's liaison to the business community.
4. Work with EMCC and MCCCDF in creating selection criteria and selection processes for Scholarship applicants.
5. Coordinate with EMCC and MCCCDF to establish an evaluation process to measure outcomes and impact of the Scholarships awarded.

6. Subject to approval of a subsequent agreement by the Parties, make an annual disbursement of \$35,000 to a fund established by MCCCDF for the purpose of funding this Surprise Scholarship opportunity.
7. Provide reporting requirements to Scholarship program partners.

**Responsibilities of MCCCDF.**

1. Collaborate with scholarship program partners to ensure criteria, selection and award of the scholarship is aligned with EMCC and MCCCDF policies and procedures.
2. Establish a Surprise Applied Technology Scholarship fund account to be used during the program period for administering and awarding Scholarships.
3. Award Scholarships to successful applicants/recipients after participant selection.

**Eligibility requirements.**

1. The proposed agreement will provide the stipulation that person meets at least one of these requirements:
  - a. resident of the City of Surprise
  - b. currently enrolled; or graduated in past year from a public or private education institution in Surprise
  - c. part-time or full-time employment within the city of Surprise.
2. This scholarship is not based on financial need.
3. The proposed agreement stipulates that students enroll in one of the following academic programs held at Estrella Mountain Community college (EMCC), see list of eligible course on Exhibit A attached hereto.
4. The scholarship also covers the materials cost of the program and these classroom lab costs will be determined by EMCC.

**Application Process.**

1. Interested eligible applicants will apply through the MCCCDF application system (Academic Works).
2. The Application shall include customized fields inquiring about the City's eligibility requirements set forth above, including Surprise residency, City employment, and current educational enrollment and/or recent high school graduation.
3. If applicable, applicant submits necessary documentation to show intent to take desired educational course work in the categories set forth herein below on Exhibit A.
4. Successful applicants will be selected upon the information provided in the online application system and determined by processes to be established by the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date set forth above.

**“City”**

THE CITY OF SURPRISE, an Arizona municipal corporation,

  
\_\_\_\_\_  
Skip Hall, Mayor

Date: 5/2/23

**“Foundation”**

MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT FOUNDATION D/B/A MARICOPA COMMUNITY COLLEGES FOUNDATION, an Arizona non-profit corporation,

*Brian Spicker*  
\_\_\_\_\_  
Brian Spicker, President and CEO

Date: 04/20/2023

**“EMCC”**

ESTRELLA MOUNTAIN COMMUNITY COLLEGE

*Rey Rivera*  
\_\_\_\_\_  
Dr. Rey Rivera

Date: 04/20/2023

  
\_\_\_\_\_  
Sherry Aguilar, City Clerk

Date: 5/2/23

## **EXHIBIT A**

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# Signature Certificate

Reference number: 4SM7C-U2B7X-YUSJA-IRNZC

Signer	Timestamp	Signature
<b>Brian Spicker</b> Email: brian.spicker@domail.maricopa.edu Sent: 20 Apr 2023 18:31:28 UTC Viewed: 20 Apr 2023 19:15:53 UTC Signed: 20 Apr 2023 19:16:16 UTC		
<b>Recipient Verification:</b> ✓ Email verified	20 Apr 2023 19:15:53 UTC	IP address: 72.223.87.89 Location: Phoenix, United States
<b>Rey Rivera</b> Email: rey.rivera@estrellamountain.edu Sent: 20 Apr 2023 18:31:28 UTC Viewed: 20 Apr 2023 23:13:45 UTC Signed: 20 Apr 2023 23:14:02 UTC		
<b>Recipient Verification:</b> ✓ Email verified	20 Apr 2023 23:13:45 UTC	IP address: 140.198.162.128 Location: Tempe, United States

Document completed by all parties on:  
20 Apr 2023 23:14:02 UTC

Page 1 of 1



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# Surprise Applied Technology Scholarship Program

April 18, 2023

# Background

## Industry & Workforce

### External Forces

- Supply Chain & Reshoring
- West Valley applied technology growth (~20,000 jobs)

### Coordination at regional level

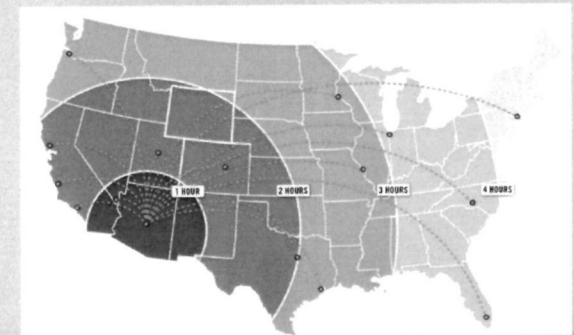
- West Valley Pipeline

### Investment with regional partners

- @WORK

### Collaborative with education providers

- University, Comm College, District, Charter, CTE



# Agreement

## **Surprise Applied Technology Scholarship Program (\$35,000)**

- Provider - Estrella Mountain Community College (EMCC)
- Admin - Maricopa County Community Colleges District Foundation
- Funded - City Council approved in 2022 as pilot program
- Reference - Town of Gilbert & City of Avondale

## **Industry Certificate Programs (EMCC)**

- Semiconductor, Robotics, Electrical, Mechanical, Automation & Coding

## **Time / Investment & Eligibility**

- 10 day to 1 year / \$500 to \$4,000 / On-campus & online
- Resident, student, graduate, employee

## **Future**

- Implement & explore CTE expansion offerings





**SURPRISE**  
ARIZONA

**Thank You**

CITY OF SURPRISE  
Regular City Council Meeting



Council Meeting Date: May 2, 2023

Contact Person: Seth Dyson, DIRECTOR - HSCV,  
Donna Meuse, Human Resources Director, Jeanine  
Jerkovic, DIRECTOR - ECON DEV, Kirsten Hall,  
Economic Development Project Manager

Submitting Department: Economic Development  
Staff Recommendations: None

District: Citywide

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

**Agenda Wording:**

Consideration and action pertaining to approval of the Funding Agreement with the Maricopa County Community College District Foundation ("MCCCDF") and a Memorandum of Understanding with MCCCDF and Estrella Mountain Community College for career and technical education scholarships and program administration; Resolution #2023-42.

**Motion:**

I move to approve Resolution #2023-42.

**Background:**

The Surprise City Council approved funding for a pilot program in 2022 to expand workforce development and business assistance. The Maricopa Community College District was identified as a potential partner to assist with career and technical education programming and administration of a scholarship program for Surprise community members.

**Objective Analysis:**

Increased access through industry recognized certificate programs for community members to upskill to meet the requirements for growth industries; aligns existing education programs, community member potential, and industry needs.

**Policy Compliant:**

The Maricopa Community College District has industry recognized certificates. As one of the largest community college systems in the United States, its program offerings for career and technical education are reflective of the business environment of the communities it serves. The pilot program will be offering certificates ranging from applied technology to information technology to align with the growing employer base in Surprise and the West Valley.

**Financial Impact:**

The City Council approved funding in 2022 for the expansion of workforce development and business

assistance. The agreement with the Maricopa Community College District Foundation will not exceed \$35,000 without additional funding approval.

---

**Budget Impact:**

The City Council approved funding in 2022 for the pilot program and is currently budgeted in the Economic Development General Fund operating budget.

**FTE Impact:**

The number of full-time equivalents (FTE) is not impacted by this action.

---

**ATTACHMENTS:**

1. Pres COS MCCCDF 4 18 2023 Scholarship
  2. Agreement COS MCCCDF 4 18 2023
  3. MOU\_City of Surprise\_Final\_4\_20\_23
  4. 23.04.25 Res 2023-42 MCCCDF Tech Scholarship IGA.jtm.MH4.7.23
-