CITY OF SURPRISE
Regular City Council Work Session Agenda
16000 N. Civic Center Plaza
Surprise, AZ 85374

Tuesday, April 5, 2016 @ 4:00 PM
COUNCIL CHAMBERS

A. Call To Order

B. Roll Call

C. Pledge of Allegiance

D. 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 on any item not 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.

E. Regular City Council Work Session Agenda:

Regular Agenda Item - Non-Public Hearing:

1.	District Citywide	Presentation and discussion pertaining to the Community Development Block Grant Annual Action Plan 2016-17.	None Christina Ramirez, Human Service & Community Vitality
2.	District Citywide	Presentation and discussion updating City Council on the development of a Signature Gateway Program for the City of Surprise.	No Action Edith Baltierrez, Sr. Management Analyst

3.	District Citywide	Presentation and discussion pertaining to review of capital projects and potential capital financing.	None Lindsey Duncan, Finance Director

F. 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));
- discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03 (A)(3));
- discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S.§38-431.03 (a)(4));
- discussion or consultation with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03 (A)(5)); or
- discussion, consultation or consideration for international and interstate negotiations or for negotiations by a city or town, or its designated representatives, with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city or town. A.R.S. §38-401.03 (A)(6)).
- discussing or consulting with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03 (A)(7)).

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 by agreement of the City Council, or as otherwise ordered by a court of competent jurisdiction.

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

G. Adjournment:

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED:

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.

Council Meeting Date:	April 5, 2016	Contact Person:	Christina Ramirez, Human Service & Community Vitality
Submitting Department:	Human Service & Community Vitality	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	Public Hearing	Report/Discussion

Agenda Wording:

Presentation and discussion pertaining to the Community Development Block Grant Annual Action Plan 2016-17.

Motion:

Discussion only.

Background:

As an entitlement city, Surprise receives a yearly allotment of Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD).

CDBG Administration and Commercial Property/Building Improvements outlined as the 2016-2017 funding priority will continue to assist with economic development needs identified in the city's Consolidated Plan 2015-2019. The anticipated funding amount under discussion is $585,139.

Objective Analysis:

This action will allow discussion of HSCV's future utilization of the funds allocated by the grant.

Policy Compliant:

This action is compliant with City and Council policy.

Financial Impact:

None at this time; however, topics covered in this work session could lead to future actions which may have a fiscal impact.

Budget Impact:

None at this time; however, topics covered in this work session could lead to future actions which may have a budgetary impact.

FTE Impact:

This item does not impact the overall full time equivalent count.

ATTACHMENTS:

Click to download

- HSCV Staff Report
- Annual Action Plan
- Public Engagement Form
- Presentation

HUMAN SERVICE AND COMMUNITY VITALITY

Date: April 5, 2016

To: Mayor and City Council Members

From: Seth Dyson, Director
Christina Ramirez, Neighborhood Services Supervisor
Alicia Rubio, Neighborhood Services Coordinator

Re: CDBG- 2016-2017 Second Year Annual Action Plan Funding Priorities

Introduction

As an entitlement city, Surprise receives a yearly allotment of Community Development Block Grant (CDBG) funding from the U. S. Department of Housing and Urban Development (HUD). Per grant guidelines, the city has the ability to designate up to 85% of the grant award to fund eligible administrative, housing and public improvement projects with the intent of serving low- to moderate-income persons within the City of Surprise.

Today's presentation to the Mayor and City Council members is to provide information to assist the Council in deciding if proposed projects meet grant criteria while filling community needs. Upon approval by City Council, the CDBG Administration, Neighborhood Improvement Activities will be submitted to HUD as part of the Annual Action Plan 2016-17.

Background

CDBG administration and neighborhood improvement activities are administrated by city departments. These projects address neighborhood infrastructure improvement needs identified in the city's Consolidated Plan 2015-2019. CDBG administration and neighborhood improvements will be used to implement projects that will improve the safety and quality of life of the residents living within the Original Town Site of Surprise. Although the Consolidated Plan lists Neighborhood Improvements as a priority, the city wanted to specifically list Commercial Property / Building Improvements to the Surprise Techcelerator as the project funding priority considered today.

According to HUD regulations, CDBG funds may be used to provide Neighborhood Improvements, specifically Commercial Property/Building Improvements (including labor, supplies, materials, project management and other costs), provided the service will:

- Serve low to moderate income persons in the City of Surprise through area benefit or serving a particular clientele like seniors, youth and families.
- Increase commercial space availability within the Original Townsite of Surprise

CDBG Administration and Commercial Property / Building Improvement related funding is limited to 85% of the annual CDBG allocation for the program year (PY). The current CDBG allocation for the City of Surprise for PY 2015-16 is $551,309.

Previous Actions

Past Administration, Rehabilitation and Public Improvements funding levels are as follow:

2014

- Administration set aside was $108,389 to cover city salaries and grant implementation expenses
- Street Improvement Projects were awarded $355,076 for improvements to streets in the OTS

2015

- Administration set aside was $110,262 to cover city salaries and grant implementation expenses
- Street Improvement Project was awarded $143,998 for improvements to streets in the OTS (in addition to 2014 set-aside for a total project of $499,074)
- Senior Center Parking Lot was awarded $94,353 for lot improvements.
- OTS Water Feasibility Study was allocated $120,000.

2016

Year 2
- Commercial Property /Building Improvements
- Public Service

Year 3
- Water System Improvements
- Business Development Grants
- Public Service

Year 4
- Water System Improvements
- Substandard Building Demolition
- Public Service

Year 5
- Water System Improvements
- OTS Lighting
- Public Service

Updated Actions

Staff's funding recommendations for consideration are as follows:

Administration **$117,028**
Salaries, supplies, compliance needs

Neighborhood Improvement Projects **$380,341**
Commercial Property /Building Improvements within the OTS

Public Service Set-Aside (15%) **$87,770**

Total CDBG Anticipated Funding **$585,139**

Future Actions

- City Council Public Hearing and approval April 19, 2016
- Submission to HUD as part of Annual Action Plan 2016-17 by May 16, 2016

Recommendations

Discussion Only

CITY OF SURPRISE, ARIZONA
ANNUAL ACTION PLAN 2016-17
MAY 2016

Second Program Year Action Plan

This Second Annual Action Plan (SAAP 2016-2017) includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

ON REQUEST THIS DOCUMENT CAN BE MADE AVAILABLE IN ALTERNATE FORMATS

Narrative Responses

Executive Summary
The Second Year Annual Action Plan 2016-17 (SAAP 2016-17) implements the second year of activities that will address goals established in the City of Surprise Consolidated Plan 2015-19. The major focus of this SAAP 2016-17 concentrates on providing decent housing and creating suitable living environments. The SAAP 2016-2017 complies with regulations set by the U.S. Department of Housing and Urban Development (HUD). HUD requires entitlement communities, such as the City of Surprise, to consolidate its planning, application and reporting requirements for HUD programs, including the Community Development Block Grant (CDBG) and the HOME Investment Partnership Grant programs. An Annual Action Plan is prepared each year and is presented to the City of Surprise Planning and Zoning Commission and the City Council.

The needs of low-income seniors, low-income youth, people in poverty and the community's aging neighborhoods continue. The SAAP 2016-17 will focus on the allocation of CDBG and HOME funds. The term of this plan is from July 1, 2016, through June 30, 2017.

To the extent feasible, the narrative for this Annual Plan will attempt to not duplicate the narrative for the Consolidated Plan. However, the outlines for the five-year plan and the annual action plan are very similar, so some repetition is unavoidable. Programs and activities described in this plan are intended to primarily benefit low and moderate income residents of City of Surprise, neighborhoods with high concentrations of low and moderate income residents, and the city as a whole. The City of Surprise CDBG program has been allocated $585,139 in funding for program year (PY) 2016-2017.

This SAAP 2016-2017 implements the second year activities that will address goals established in the City of Surprise Consolidated Plan 2015-19. Consistent with the established objectives, CDBG funds will be used for:

Fifteen percent ($87,770) of the CDBG allotted funds ($585,139) will be utilized for public service activities through nonprofit organizations. This is in accord to the regulations set by HUD.

The City of Surprise has offered housing rehabilitation programs for each of the last fifteen years. The continuation of this program will allow the city to continue assisting the aging home population as it experiences deficiencies that are hazardous to the health and safety of inhabitants. Due to this program's benefits, this activity remains a high priority. The CDBG award carried over funds from previous years' awards (PY 2013 and PY 2014) will be utilized for the purpose of continuing its Emergency Housing Rehabilitation program for low to moderate income individual's owner-occupied homes. This project will improve sustainability by providing decent housing and making them accessible. 2016-2017 will serve as the sixth consecutive year the City of Surprise has offered the Emergency Housing Rehabilitation program; which includes minor repairs of a minimum of 15 existing owner occupied single-family homes throughout the City of Surprise. The houses to be repaired are selected based on income qualifications and will be offered on a first come, first serve basis. The program activities will include, but are not limited to, repairs of plumbing, electrical, cooling and heating systems, roofing, flooring, painting, cabinetry, energy efficiency, and accessibility improvements of income qualified individuals' homes inside the city limits of Surprise.

While the SAAP 2016-17 will focus on the allocation of the 2016-2017 CDBG award, it will also describe the proposed use of other local and agency funding, which is allocated to address housing and community development needs. These funds are anticipated to be budgeted for:

Community Pride Day activities are realized twice annually and are funded with the City's general fund ($19,000).

The City of Surprise recognizes the importance of citizen participation in the development and implementation of any plan or program. The SAAP 2016-2017 was discussed at two separate meetings. The City Council public hearings were scheduled for its development (April 5 workshop and April 19, 2016). The Planning and Zoning Commission held a public meeting (February 18, 2016) specifically discussing the Second Annual Action Plan Public Service Funding 2016-2017 and a second meeting held March 3, 2016 to discuss Annual Action Plan priorities. These meetings are open to the public in order to encourage individuals and organizations to facilitate a public discussion and provide a means whereby the public can actively participate in the planning and development of the city's CDBG Program. Citizens are encouraged to submit new project proposals and comments on past and proposed CDBG programs and projects. All dates and times for Commission public meetings are published on the city's website and in the Daily News-Sun local newspaper. The proposed projects and budgets selected by the City Council for CDBG funding were published in the local newspaper for citizen review and meeting time information.

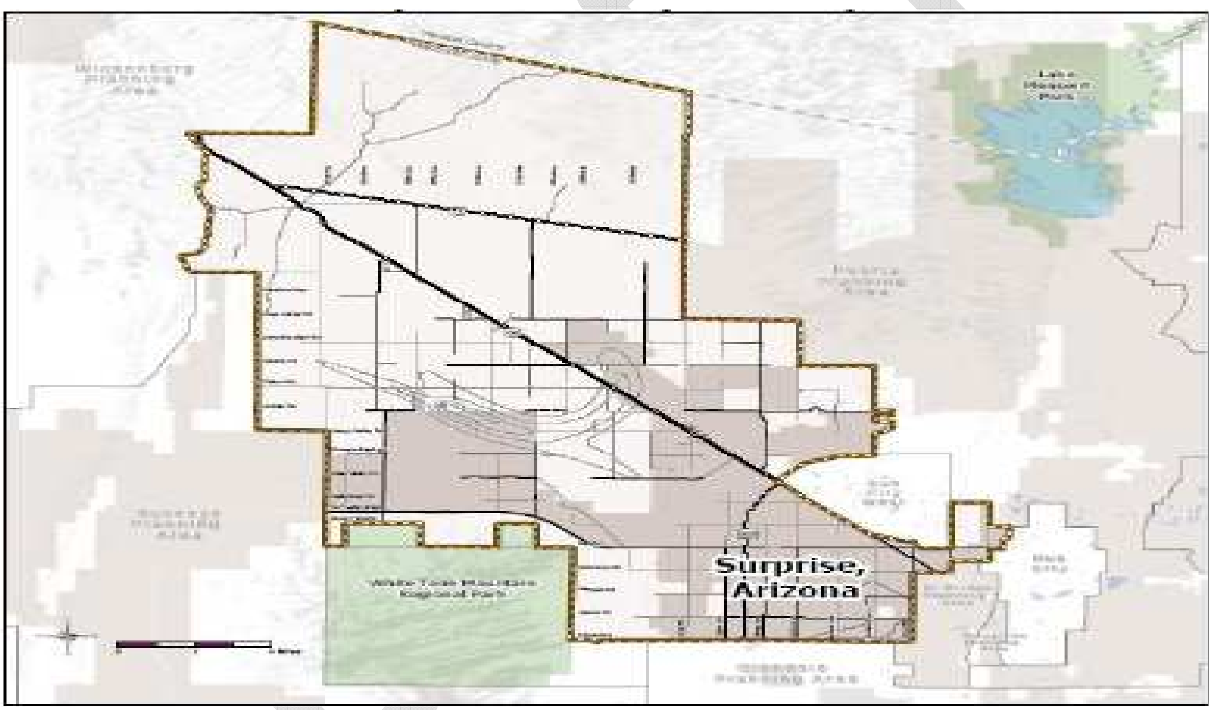
Infrastructure and Neighborhood Improvements was placed as a high priority in the 2015-19 Consolidated Plan. Over the past 5 years, park and street improvements have been implemented in the OTS for those who live in the low-moderate income target area of Surprise. These activities have helped create sustainable neighborhoods within the Original Town Site. More specifically expansion /remodel of TechCelerator business incubator owned by the City of Surprise.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

Surprise is located in the northwest of the Phoenix Metropolitan Area *(Figure 1 below)*. The Surprise Planning Area is bordered on the east by the cities of Peoria and El Mirage, on the west by the town of Buckeye, on the south by the city of Glendale, and on the northwest by the town of Wickenburg. Both Sun City and Sun City West, both unincorporated, are adjacent to the eastern boundary of the planning area. Located within the Surprise Planning Area are the unincorporated communities of Morristown, Circle City, and Wittmann.

Figure 1: Surprise, AZ



The total area of incorporated City of Surprise is approximately 109 square miles. Infrastructure and Neighborhood Improvements, Economic Development and public services, along with other eligible activities under the CDBG program that directly benefit individuals will be provided throughout the community contingent on the eligibility of the applicant for low- or moderate-income caveat. Projects that will be implemented citywide in the FAAP 2015-16 are:

- Public service activities offered through nonprofit agency(s). Seven organizations were tentatively selected to receive funding by the Planning and Zoning Commission on March 3, 2016 for the 2016-2017 Fiscal Year.

- o Benevilla for $22,560, will provide Intergenerational Care for income qualified Surprise residents.
- o Aid to Adoption for Special Kids (AASK) for $5,000, will conduct training for families caring for special needs children.
- o Ability 360 $27,560 for home handicap modifications;
- o Central AZ Shelter Services $7,000 to provide shelter nights for homeless residents;
- o Potter's House $7,650 to provide mentoring and community outreach;
- o Mentally Ill Kids in Distress (M.I.K.I.D) $5,000 for peer support services
- o City of Surprise Summer Youth Employment Program (S.Y.E.P) $13,000 to provide job training for teens in the area. All area non-profit organizations are encouraged to apply.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

The system for establishing the target areas for the CDBG funded activities are predicated upon the following criteria:

- The OTS area targeted for CDBG investments under this plan is the lowest income Census Tract (#608) in City of Surprise
- The community has targeted this area for investment in the *Original Townsite Revitalization Plan* and *Surprise Revitalization Strategic Plan*
- Meeting the statutory requirements of the CDBG program
- Coordination and leveraging of resources
- Response to expressed needs
- Long-term impact and sustainability
- The ability to measure or demonstrate progress and success
- The steps in assignment of priority for specific activities selected for this plan are described further in the section on Priority Needs Analysis and Strategy of the SAAP 2016-17

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

One of the main obstacles to meeting community needs is inadequate resources for programs. The decline in resources across sectors, including government agencies and foundations, due to the current economic conditions has had a negative impact on the quantity and quality of housing and community development services. Although federal stimulus funding has helped to mitigate this trend to some extent, resources for these programs will likely be limited for the near future. Other obstacles to meeting underserved needs include:

1. Insufficient resources to meet all of the legitimate and eligible needs identified
2. Private ownership of incompatible land uses within the Revitalization area

3. Public ownership of the water system in the Revitalization area by another municipality
4. Environmental issues related to the location of Grand Avenue, the railroad, and Luke Air force Base

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Approximate funding expected from different sources for the PY 2016-17 are:

- CDBG funds- **$585,139**
- Carried over CDBG funds from previous years- **$200,000** *approximately*
- HOME funds**- $135,000** *approximately*
- City of Surprise general funds for semi-annual Community Pride Day - **$19,000**

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

The Neighborhood Services Division of the Human Service and Community Vitality Department is the lead agency for the City of Surprise Consolidated Plan. The Consolidated Plan along with the Annual Action Plan is authorized and approved by Mayor and the City Council upon the recommendation of the appointed Planning and Zoning Commission. Actions required to accept and administer the CDBG and HOME funds are assigned to the City Manager or his designee.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

The City of Surprise has developed the Consolidated Plan with the input of several key city departments and divisions, county agencies, local nonprofit agencies and service organizations, community groups, boards and commissions, City Council, and citizens of Surprise.

To gather input from the citizens of Surprise, the city has adopted a Citizen Participation Plan that describes the citizens input process for the CDBG and HOME programs.
Significant steps in the planning process included:

1. Creating a public participation plan to involve citizens of City of Surprise
2. Establish of a needs assessment and priorities with other city departments and divisions
3. Conducting a survey with citizens of the city and city officials to determine the high priorities needs
4. Review of needs assessments and goals and objectives established with the Surprise CDBG and Planning and Zoning Commission members
5. Conducting a City Council work session

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Actions taking place during Program Year 2016 to enhance coordination between public and private housing, health, and social service agencies include:

- Execution of contract documents with awarded nonprofit agencies to perform public service activities with CDBG funding
- Continue the intergovernmental agreement with the Maricopa HOME Consortium

Citizen Participation

1. Provide a summary of the citizen participation process.

Citizen input is a vital component when developing the Consolidated Plan and the Annual Action Plans. The City of Surprise provides its citizens many opportunities to provide input to the decision making process. The City of Surprise encourages citizens to attend and participate in City Council meetings and Planning and Zoning Commission meetings to solicit public input. These community engagement practices are designed to meet the needs and requirements of various programs and planning processes.

In accordance with 24 CFR 91.115(e), city staff has developed a Citizen Participation Plan (CPP) designed specifically for the Consolidated Plan. The CPP describes city policies relating to public hearings, public notices, and comment period. A schedule of citizen participation actions was developed at the beginning of the Consolidated Plan drafting.

Table 1:
Schedule of Citizen Participation

Date	Activity
January 4, 2016	Public Service Grant 2015-2016 application available
January 26, 2016	Receipt of all Public Service Grant applications
February 18, 2016	2016 Public Hearing for Public Service applicants at CDBG Planning and Zoning Commission Meeting
March 8-April 8, 2016	30 day public comment period on Annual Action Plan and 2016-17
March 3, 2016	Planning and Zoning Commission meeting and Recommendation on AAP 2016-2017
April 5 and 19, 2016	City Council Work Session and Public Hearing
April 19, 2016	City Council approval
May 16, 2016	Submission to HUD

2. Provide a summary of citizen comments or views on the plan.

No citizen comments received as of yet.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

To assist in obtaining broad-based participation, a city's mailing distribution list is used. The list includes public, private and social service agencies and individuals that request notices of meetings and hearings. Staff publishes public notices for both public meetings and hearings in the Daily News-Sun, a daily newspaper, in accordance with city notification practices. Per the CPP, the public hearings were held at an accessible location. Electronic copies were made available on the city's website. Public Notices were printed in a local paper describing meeting times and comment periods.

Public meetings and hearings are accessible and sign language interpretation is available for public hearings and meetings on request.

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Citizens' request for highway access, road repairs, and other transportation improvements were not included as they do not qualify under either area benefit or limited clientele benefit caveat for low-to moderate-income persons in the city.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

The City of Surprise is the clearinghouse and facilitator for the activities as described by the SAAP 2016-2017. The City of Surprise is empowered to apply for and administer CDBG and other grant funds. The city will continue to do so this year, the second in the five year cycle described by the 2015-2019 Consolidated Plan, and the subsequent three years (through 2019, or the final year of the current Consolidated Plan). Important steps to be taken in the next year to develop institutional structure will include:

A. Continued staff training in:
- a. Environmental Review
- b. HUD's Integrated Disbursement and Information System (IDIS)
- c. Program compliance, particularly
  - i. Procurement and
  - ii. Labor Standards
- d. Performance measurement
- e. Fair housing planning and reporting
- f. The Consolidated Annual Performance and Evaluation Report (CAPER) and
- g. Subrecipient monitoring

B. Refinement of the process for the development of the Annual Action Plan:
- i. Coordination among city departments in administration and delivery of funded activities including:
  - 1. Procurement
  - 2. Labor standards
  - 3. Accounting
  - 4. Drawdown, and
  - 5. Single Audit
- ii. The Surprise CDBG Planning and Zoning Commission will monitor the implementation process and advise the City Council on the allocation of HUD funds available.
- iii. Continue participation in the Maricopa HOME Consortium.
- iv. Continue participation with the Housing Authority of Maricopa County and the City.

C. Amend priorities and needs based on changing economic and social conditions.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

The City of Surprise Human Service and Community Vitality Department of the Neighborhood Services Division oversees all CDBG funded housing and community development programs and will be responsible for all performance measurement activities for the PY 2016-17.

The Neighborhood Services Division is also responsible for the timely implementation of activities and projects. The City of Surprise will ensure that all grant funded projects are monitored for compliance with all applicable city, state and Federal laws. This will be accomplished using the city's current monitoring/contract compliance process for Federal programs.

The Neighborhood Services Division monitors all proposed activities to ensure long-term compliance with program requirements. The objectives for monitoring are to assure activities:

a. Comply with all regulations governing their administrative, financial, and programmatic operations; and
b. Achieve their performance objectives within schedule and budget.

General Monitoring Procedures

Annually, with the preparation of Consolidated Annual Performance and Evaluation Report (CAPER), the Neighborhood Services Division will review whether the specific objectivities outlined in this strategic plan are being met. Furthermore, the CAPER will give an opportunity to address community priorities and if adequate resources are available to meet objectives.

The City of Surprise requires subgrantees comply with submitting a complete Monthly Performance Reports (MPR) to assess project progress.

Accomplishments for the quarter are identified including measurable outcomes, client information, time frames and monthly costs. As the process for the Grantee (the City of Surprise) and the subgrantee(s) normalizes (contingent upon performance, successful implementation, and reporting by subgrantee), the reporting schedule can be amended to a quarterly reporting structure in place of a monthly plan by the Grantee.

The Neighborhood Services Division of the Human Service and Community Vitality Department administers the Integrated Disbursement and Information System (IDIS). Formal monitoring begins with a risk assessment of all grant funded projects and subrecipient contracts. The risk assessment considers size of the grant contract, changes in organizational structure and how long it has been since the last on-site monitoring.

For HOME programs, included is an annual peer review for each member of the Maricopa HOME Consortium. The peer monitoring is performed by representatives from other participating communities and may take the form of either a desk review or an on-site monitoring.

Subrecipient Monitoring

All subrecipients of CDBG and HOME funds will be subject to monitoring. Fiscal monitoring will include review and approval of budgets, compliance with executed grant agreements, review of fiscal reports on a monthly or quarterly basis, and a review of audits on an annual basis. Additional monitoring will occur through on-site visits. These site visits will occur as necessary but will be conducted at least once every six months.

All subrecipients must identify the personnel working on the project; keep accurate records and filing systems in order to document program benefits and assure compliance; maintain an appropriate financial management system; submit to an audit; and submit a final report at closeout.

Affirmative and Outreach Monitoring:

The city's contract compliance officer is responsible for ensuring affirmative marketing and minority outreach including Section 3 and Minority/Women Business Enterprise compliance, by using existing standards and procedures as prescribed under the CDBG and HOME programs.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Reduction of lead hazards in paint will be accomplished in the following ways:
Houses built before 1978 that are being rehabilitated with CDBG or HOME assistance will be tested for lead in painted surfaces prior to rehabilitation. If lead is present, it will be abated through removal or encapsulation as part of the rehabilitation contract.

Rental units built before 1978 that are being assisted with Housing Choice Vouchers will be inspected by the Housing Authority of Maricopa County for chipped or peeling paint prior to assisted occupancy.

Public housing units owned by the Housing Authority of Maricopa County have already been abated and were re verified as lead-free in 2001. Actual numbers of units that will be impacted during the year will be small, probably less than five.

<u>Specific Housing Objectives</u>

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Table 2: Housing Needs, Objectives & Funding Allocation | SAAP 2016-2017

Year-Two Short-term Housing Objectives	Source	Allocation	Unit of Measure	Improved Outcome
Housing Rehabilitation (Major)	HOME	*$135,000*	Homes Improved	5 rehabilitated homes/Decent Housing/Availability/ Accessibility
Housing Rehabilitation (Major)	NSP	*$780,000*	Homes Improved	Acquisition, Rehab, Disposition, Homebuyer Assistance
Community Pride Clean up Reinvestment	City General Fund	$19,000	Homes improved	20 homes repaired/Decent Housing/Availability/ Accessibility
Rental Assistance	Public Housing and Section 8 Vouchers	[redacted]	Public housing units and Housing Choice Vouchers maintained.	Households live in affordable rental units.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

The Housing Authority of Maricopa County (HAMC) administers the public housing and Section 8 subsidized housing program within City of Surprise. Surprise's housing activities are planned and reported through the Maricopa Consortium Plan. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium for more information.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

The HAMC is not designated as a "troubled" agency.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

During the PY 2016-17, the following actions will contribute to the removal of barriers to affordable housing:

1. Surprise will dedicate resources to preservation and development:
    a. The city's allocation of HOME funds to major rehabilitation
    b. City general revenues for beautification. Pride Day activities generally happen twice annually and are paid for with General Funds

2. The Neighborhood Stabilization Program (NSP) funding will assist in acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 50%-120% or Area Median Income (AMI). These funds are required by the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). Target areas for this funding are established by a HUD mapping tool that considers several factors to include vacancy rate, mortgage delinquency rate, and number of sub-prime loans.

Surprise utilizes general funds on HOME eligible emergency repairs to match HOME expenditures for housing rehabilitation. The city maintains a match log and match is applied at the time of requests for reimbursement from Maricopa County Community Development.

Specific Homeless Prevention Elements

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property.
Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

City of Surprise allocates 15% of its annual allocation to public service providers whose programs and activities are intended to primarily benefit low to moderate income residents through local nonprofit organizations which is in accord to the regulations set by HUD.

2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

City of Surprise' homeless needs and activities are planned and reported through the Maricopa Consortium Plan. See the 2015-2019 Consolidated Plan for the Maricopa HOME Consortium for a complete description of these activities. Additional information is provided in table 3 on the next page.

The Maricopa Association of Governments Continuum of Care Subcommittee (MAG Continuum of Care) is the regional body that manages the collaborative efforts of communities and agencies in Maricopa County to plan for the needs of the homeless and access federal funding on behalf of agencies organized to address those needs. The 'Regional Plan to End Homelessness' study published by MAG CoC in January 2011 reported there are 11 homeless persons in the city which represents a 38% reduction over last year's data. However, the city will do a periodic assessment of any new homeless person cases in the city and will act accordingly to mitigate the problem.

3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.

The City of Surprise does not receive any funding for chronic homelessness. One of the main obstacles to meeting these needs is inadequate resources for programs. The decline in resources across sectors, including government agencies and foundations, due to current economic conditions has had a negative impact on any planned action steps.

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

The City of Surprise does not currently receive any funding for homeless prevention. The city will continue to become active members of MAG Continuum of Care and support collaborative efforts set forth.

5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

The City of Surprise currently does not have a discharge policy, however the city will begin conversations with transitional housing agencies and/or public housing agency in hopes to develop a uniform client tracking mechanism in order for the individual to receive supportive services in either transitional or permanent housing options for recently discharged persons.

Table 3.

2011 Homeless Street Count
Municipal Summary Data
**All counts were conducted on Tuesday, January 25, 2011.*

MAG Region Totals	Non-Chronically Homeless Male	Non-Chronically Homeless Female	Non-Chronically Homeless Male Veteran	Non-Chronically Homeless Female Veteran	Chronically Homeless Male	Chronically Homeless Female	Chronically Homeless Male Veteran	Chronically Homeless Female Veteran	Person in Families Adult Women**	Persons in Families Adult Men	Families Adult Male Veteran	Families Adult Female Veteran	Persons in Families Children	Male Youth On Own	Female Youth on Own	**2011 Municipal Total**	2010 Municipal Total	Percent Change, NC=No Change
Avondale	0	0	0	0	7	3	1	0	0	0	0	0	0	0	0	**11**	20	-45%
Buckeye	11	3	1	0	1	1	2	0	0	0	0	0	0	0	0	**19**	15	27%
Carefree	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Cave Creek	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**2**	0	200%
Chandler	14	1	0	0	42	5	1	0	1	0	0	0	1	0	0	**65**	12	442%
El Mirage	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	**2**	3	-33%
Fountain Hills	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Gila Bend	2	1	0	0	8	1	1	1	0	0	0	0	0	0	0	**14**	12	17%
Gilbert	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	1	-100%
Glendale	9	5	1	0	16	6	5	0	0	0	0	0	0	0	0	**42**	28	50%
Goodyear	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	**4**	17	-76%
Guadalupe	52	1	0	0	5	0	0	0	0	0	0	0	0	0	0	**58**	80	-28%
Litchfield Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Mesa	9	2	1	0	60	18	12	0	0	0	0	0	0	0	0	**102**	461	-78%
Paradise Valley	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Peoria	4	0	2	0	7	0	5	0	0	0	0	0	0	0	0	**18**	20	-10%
Phoenix	424	118	83	22	302	60	58	24	1	3	0	0	2	42	20	**1159**	1750	-34%
Queen Creek	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**11**	8	38%
Scottsdale	57	7	1	0	38	12	3	0	0	0	0	0	0	1	0	**119**	126	-6%
Sun City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Surprise	4	0	2	0	5	0	0	0	0	0	0	0	0	0	0	**11**	18	-39%
Tempe	23	9	2	0	50	13	15	0	0	0	0	0	0	0	0	**112**	155	-28%
Tolleson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	3	-100%
Wickenburg	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Youngtown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0	NC
Municipal Total	**622**	**148**	**96**	**23**	**542**	**119**	**103**	**25**	**2**	**3**	**0**	**0**	**3**	**43**	**20**	**1749**	**2729**	**-36%**

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Not Applicable.

Community Development

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in

section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

Based on feedback from citizens, city staff and Planning and Zoning Commission members, two priority community development needs have been identified for implementation under the CDBG funding that will benefit low to moderate-income persons in the City of Surprise. They are:

Public Service Activities through nonprofit agency(s). Fifteen percent ($87,770) of the tentatively allotted PY 2016-2017 funding ($585,139) was allocated for this activity.

The project to be carried out will be Neighborhood Improvement Projects, more specifically expansion/remodel of TechCelerator/Business incubator owned by the City of Surprise. For this, the carried over funding amount from the PY 2015 and 2016 will be utilized. These projects will begin in the late fall of 2016 and go into the spring of 2017.

The City of Surprise was allotted $585,139 from HUD under the CDBG program. Of this allotted funding, twenty percent ($117,028) will be set aside for administrative expenses.

These projects are designated high priority in the following table. For the second year of the Consolidated Plan 2015-2019, the city will aim funds at public services per the response of appointed members of boards, city staff, and citizens. Fifteen percentage of the allotted CDBG funding will be set aside for public service activities. The HOME funds for Housing Rehabilitation will serve individual homeowners who require rehabilitation assistance with their owner-occupied housing and have Low Mod income levels.

Table 4: Community Development Needs 2016-2017

Table 4 Community Development Needs 2016-2017	Needs	Priority Need: H,M,L	Dollars to Address Specifically planned for this Strategic Plan	Plan to Fund? Y/N	Fund Source	Objective	Outcome
Neighborhood Improvements	Yes; SAAP 2016-2017	H	$380,341	Y	CDBG	Suitable Living	Sustainability Affordability
05 Public Services (General) 570.201(e)	Yes; SAAP 2016-2017	H	$87,770	Y	CDBG	Suitable Living Environment Sustainability	Sustainability
21A General Program Administration 570.206	Yes; SAAP 2016-2017	H	$117,028	Y	CDBG		

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

The city's anti-poverty efforts are largely embedded within the strategic plan. These efforts will maintain and preserve the housing stock occupied by Low Moderate Income individuals, stimulate economic revitalization in the city and potentially fund organizations that provide services to the city's populations in poverty.

The city is cognizant of the needs of those living in poverty. Its strategy is to address the issue of poverty by supplementing resources to help ensure an acceptable standard of living, and this will continue through rehabilitation of housing to assist persons living in poverty and substandard conditions. The city continues to support those agencies providing direct services to those living in poverty. All of these activities support housing so that low-income families and persons can use their limited resources for other living requirements.

Ongoing efforts that will continue in SAAP 2016-2017:

- Title V Employment Program
- Financial fitness sessions

Direct CDBG funding allocation for public service activities through nonprofit agency(s). A number of residents will experience improved economic conditions over the next year but the number of households that will move out of poverty is expected to be relatively small.

Non-homeless Special Needs (91.220 (c) and (e))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

The City of Surprise has included public service activities through CDBG funding for the PY 2016-17 to benefit low- moderate-income residents in the city. The top priorities for the next five years per the survey feedback are:

- Senior services
- Youth activities
- Neighborhood Infrastructure Improvements
- Economic Development

For PY 2016-17, the city will be targeting the delineated CDBG public service funds for youth and senior services through nonprofit organizations, in addition to the above mentioned priorities.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Due to economic downturn, no city general revenue will be allotted to these services at this time. Other funding from state and federal sources will be requested as feasible.

Housing Opportunities for People with AIDS

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.

The City of Surprise does not receive HOPWA funding, therefore this question is not applicable.

2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.

The City of Surprise does not receive HOPWA funding, therefore this question is not applicable.

3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

The City of Surprise does not receive HOPWA funding, therefore this question is not applicable.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

Include any Action Plan information that was not covered by a narrative in any other section.

The City of Surprise does not receive HOPWA funding therefore this question is not applicable.

PUBLIC ENGAGEMENT FORM

PROJECT TITLE: CDBG Second YR Annual Action Plan 2016-2017 funding recommendations.

OVERALL PUBLIC INVOLVEMENT LEVEL:

(2) Public Hearings held 2/18 & 3/3/16 (P & Z Meetings). 3rd Public Hearing will be held on 4/19/16 Council Meeting.30 Public comment period (3/8-4/8/16) for draft 2nd YR Action Plan.

IDENTIFY STAKEHOLDERS:

OTS residents/property owners, public service nonprofits, City of Surprise staff Public Works, Community Development, Economic Development and Human Services.

OBJECTIVES:

Create viable neighborhoods,provide decent,safe & affordable housing;Low to moderate income resident job creation; provide services to those with special needs

PUBLIC ENGAGEMENT STRATEGIES & TOOLS:

Public Engagement & Project timeline:
Public outreach time frame (when to when) Starting 2/18 to 4/19/16, including 30 day public comment
Future Council Work Session/Meetings target dates 4/5/16 work session; 4/19/16 council meeting
Election dates (if applicable) N/A
Project start/completion dates 10/2016

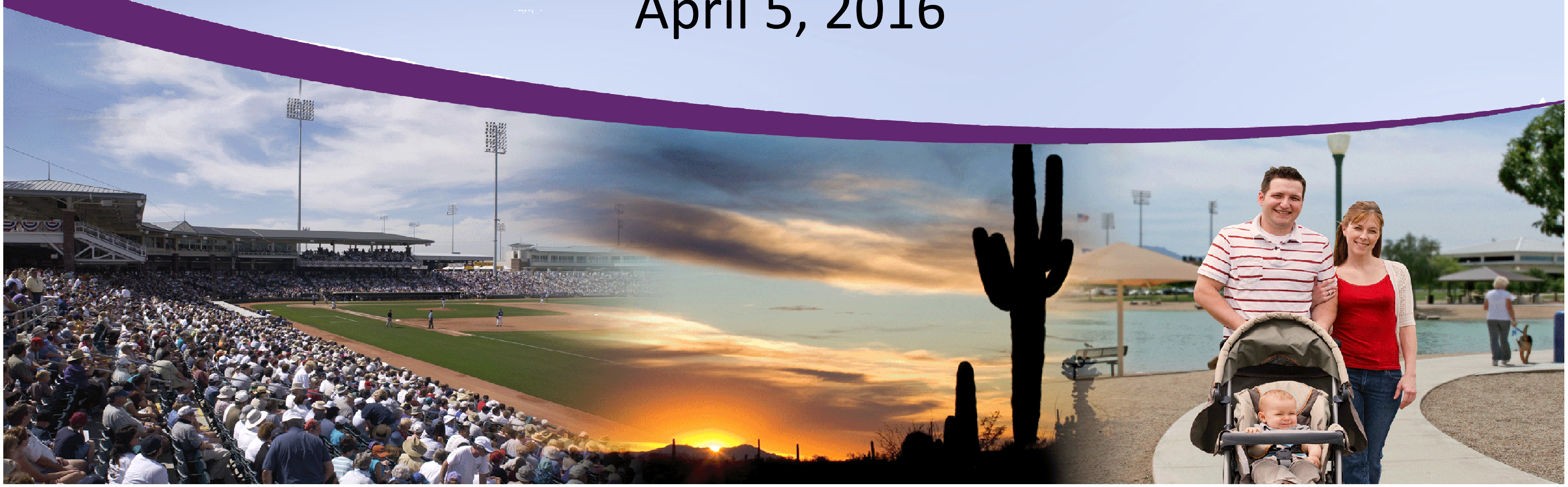
Communication Tools and Technique options: (which do you plan to use?)

- [x] Press releases
- [x] Public meetings (video/photos, poster boards, fact sheet(s) *do you need Spanish version?)
- [x] Presentations to boards and commissions, other interested community partners/stakeholders
- [ ] Third-party consultant/moderator (pending budget)
- [ ] Survey (online/paper/both?)
- [ ] Social media
- [ ] Surprise 11
- [ ] Notify Me email/ Council newsletters (opt-in audience)
- [ ] Paid advertising (pending budget)
- [ ] Surprise Progress (mailed quarterly and tied to print deadlines)
- [ ] Booth at city events
- [ ] Paid mailings (pending budget)
- [ ] Creation of a subcommittee/task force
- [x] Youth/adult activities, registration, or orientation (HOA Academy)
- [x] Website updates

City Council Workshop Session
CDBG 2016-2017 Funded Public Services and Annual Action Plan – Year 2

SURPRISE
ARIZONA

April 5, 2016



Today's Objectives

- Funding Discussion of CDBG Public Service Grants
- Annual Action Plan Funding Recommendations

CDBG Public Services Grant

SURPRISE ARIZONA

Background

- City of Surprise is a Direct CDBG Entitlement Community

- Yearly Funding Through CDBG program
  - Received $551,309 for 2015-16
  - Funding amount for 2016-17 is $585,139

- 15 % of Allotment- For **Public Services**
  - $87,770 available

Process Timeline

January 7, 2016 – January 26, 2016	February 18, 2016	March 3, 2016
Application Period	P & Z Public Hearing	P & Z Public Hearing and Recomm.

Process Timeline

April 5 and 19, 2016

Council Workshop, Public Hearing and Recommendation

May 16, 2016

Submit Action Plan to HUD

CDBG Goals for Public Services

National Objectives Surprise Will Meet

- Benefit Low to Moderate Income (LMI) Persons
- Area benefit
- Limited Clientele

Note: If a Project Doesn’t Meet the Above Criteria, it Doesn’t Qualify.

Application Description

Applicant	Project Name	Requested Amount	Eligibility
Ability 360	Surprise Program for Home Accessibility	$34,378	Low/Mod Clientele
Benevilla	Adult Day, HD Meals, Child Dev. Center, Family Resource Center	$24,998.50	Low/Mod Clientele
Central Arizona Shelter Services	Regional Emergency Shelter	$10,000	Limited Clientele
Potter’s House	Mentor Program	$20,528	Low/Mod Clientele
Aid to Adoption to Special Kids (AASK)	Train Foster Care Families	$5,000	Low/Mod Clientele
Mentally Ill Kids in Distress	Peer Support	$15,000	Low/Mod Clientele
City of Surprise	SYEP –Summer Youth Employment Program	$15,000	Low/Mod Clientele
	Request Total	**$124,904.50**	

Funding Recommendations

Ability 360	$27,560
Aid to Adoption to Special Kids	$ 5,000
Central Arizona Shelter Services	$ 7,000
Benevilla	$22,560
Mentally Ill Kids in Distress	$ 5,000
Potter's House	$ 7,650
SYEP	$13,000
Total	**$87,770**

Annual Action Plan 2016-2017

Annual Action Plan Year 2 Priorities

- Public Services
- Neighborhood Improvement Projects
  – Commercial Space Expansion / Improvement
    – Located in Original Townsite
    – Economic Development Project
- Administration

AZ TechCelerator

New Programs:

- Beehive
- Global Concierge
- Workforce Development
  - In Partnership with the Surprise Resource Center
- New start-up business demand
- Existing program tenants expanding

AZ TechCelerator

Funding Strategy:

- Space within the AZ TechCelerator that is non-usable
- Improvements to space in order to expand programming options.
- Improvements being considered include:
  - 5,000 to 13,000 SF of space on the property
  - Redesign of layout
  - Paint, flooring, carpet, FF&E
- Anticipated Costs: Not to exceed $380,000

Annual Action Plan 2016-2017

SURPRISE
ARIZONA

Projects

1. Neighborhood Improvements $380,341

2. Public Services $ 87,770

3. Administration $117,028

Total ---------------------------------- $585,139

*Previous Year Rollover for Housing Activities $100,000

Questions?

Christina Ramirez

Human Service & Community Vitality Neighborhood Services Supervisor

Alicia Rubio

Human Service & Community Vitality Neighborhood Services Program Coordinator

Council Meeting Date:	April 5, 2016	Contact Person:	Edith Baltierrez, Sr. Management Analyst
Submitting Department:	City Mgr	District:	Citywide
Staff Recommendations:	No Action		

Consent	Regular	Public Hearing	Report/Discussion

Agenda Wording:

Presentation and discussion updating City Council on the development of a Signature Gateway Program for the City of Surprise.

Motion:

Discussion only.

Background:

The City of Surprise has been working with a contracted design group to create a concept for Gateway Entry Monument signs throughout the City. As part of the design process, feedback was gathered from staff and the Surprise Arts and Cultural Advisory Commission and incorporated into the conceptual design. Opportunity for public input was also offered during the Surprise Arts and Cultural Advisory Commission meetings on January 4 and March 7, 2016 as the conceptual designs were introduced.

This item will include a presentation by staff regarding the design process to date, conceptual idea and a facilitated discussion to garner input from the City Council as well as provide a chance to obtain further public feedback. Once comments are gathered, the contracted design group will integrate responses into conceptual design and finalize. Staff anticipates presenting final design to City Council for approval in May 2016.

Objective Analysis:

The Signature Gateway Program will assist in addressing many of the priorities identified in the City Council's 2013 Strategic Plan, including transportation goals to improve the visual identity of major transportation corridor access points into the city; economic development and tourism goals to promote a positive, creative, high-tech image that embraces business, employment, investment, and resident opportunities— especially those with an arts and culture focus—creating a unique, regional destination; and sustainability and community lifestyle goals that reflect efficient and effective use of materials and resources that illustrate a 'sustainable community for a green Surprise today and tomorrow'.

Policy Compliant:

City staff 's efforts on the development process for the concept and associated financial impacts is consistent with budget authority and Council operating practice.

Financial Impact:

None at this time; however topics covered in this work session could lead to future actions which may have fiscal impact on city operations.

Budget Impact:

As part of the FY2016 Capital Improvement Program budget, $50,000 was approved for developing Gateway Monument concepts. The City has contracted with Corral Design Group for the development of the Gateway Monument concepts. Pending Council approval, an additional $250,000 is tentatively programmed for FY2017 for the design of a monument and or acquisition of land. The delivery of the Gateway Monuments will rely on a phased approach funded in partnership with developers, local businesses, and other agencies.

This project was included in the March 15, 2016 work session presentation to Council. Currently this project is priority 6 of 9 within the General Government projects category.

FTE Impact:

This item does not change the full time equivalent counts.

ATTACHMENTS:

Click to download

- Gateway Monument - Staff Report
- Gateway Monument - Map
- Gateway Monument - Design Concept
- Gateway Monument - Presentation
- Gateway Monument - Special District Design Concept

OFFICE OF THE CITY MANAGER and PUBLIC WORKS DEPARTMENT

Date: April 5, 2016

To: Mayor and City Council

From: Nicole Lance, Deputy City Manager
Mike Gent, Public Works Director and

Edith Baltierrez, Sr. Management Analyst
Edith.Baltierrez@surpriseaz.gov, 623-222-1028

Michael Boule, Project Manager
Michael.Boule@surpriseaz.gov, 623-222-7040

Re: **City of Surprise Signature Gateway Program**

Introduction

The purpose of the Signature Gateway Program is to visually communicate the City's unique 'sense of place' and identity on a regional, community, and special district level to residents, visitors, and travelers passing through our city limits—particularly on US 60 and SR 303. The program will assess the appropriate location, placement, hierarchy, and design of gateway monumentation throughout the City limits.

The design will include an approach to developing a distinct image, perception, and message through the consistent use of graphic elements and signage that expresses the pride of Surprise and its unique attributes. It will provide a distinct branding for when you are entering our vibrant, creative, growing community—as well as other special districts such as Surprise Center, Recreation Campus, and proposed Heritage District.

Location

A Preliminary Signature Gateway Program has been outlined that identifies potential major and secondary gateway monument locations throughout the city (see attached).

Signature Gateway Program

The Signature Gateway Program will identify an approach to promote the City of Surprise's identity, as well as provide a tool for guiding the development and location of gateway and signature monuments within the city. This program will assist in addressing many of the priorities identified in the City Council's 2013 Strategic Plan.

These priorities include, but are not limited to:

· Transportation goals to improve the visual identity of major transportation corridor access points into the city.

· Economic Development and Tourism goals to promote a positive, creative, high-tech image that embraces business, employment, investment, and resident opportunities—especially those with an arts and culture focus—creating a unique, regional destination.

· Sustainability and Community Lifestyle goals that reflect efficient and effective use of materials and resources that illustrate a ‘sustainable community for a green Surprise today and tomorrow.

While each signature gateway site may vary in size dependent on locational constraints—land ownership, adjacent land uses, and potential multi-use and/or ancillary functions—a Major Gateway site may range in size from 10,000 s.f. to one acre-plus. Projected costs for a Major Gateway monument may range from $250,000 to $1 million-plus for design and construction.

Secondary Gateway sites may range in size from 500 s.f. to 10,000 s.f. and range in costs from $100,000 to $500,000.

A third level of gateway/signature monuments could serve to identify special districts within the City such as the Surprise Center, Recreation Campus, or the proposed Heritage District. These types of monuments may range in size from 100 s.f. to 5,000 s.f. and cost $20,000 to $250,000.

In addition, design elements or features of the gateway/signature monuments may serve as a unifying visual cue throughout the city if incorporated into city wayfinding systems such as signs for parks, trails, and other public facilities. These theming elements are also being considered as part of the overall sign code that is currently being revised.

The development of monument/sign concepts and design will incorporate and communicate the image and identity of Surprise as a community. Therefore, the development of a Signature Gateway Program would be an effective approach to clearly identifying final locations, appropriate scales, and designs for each type of monument—and have a positive effect on the perception and image of Surprise as a desired community to live and work in.

Thus far, staff has performed an analysis of the preliminary major and secondary gateway locations, at the parcel level, to identify land ownership and right-of-way constraints. Through this preliminary research staff has indicated that land acquisition and/or intergovernmental agreements will be required in some areas.

As part of the FY2015 Capital Improvement Program budget, $50,000 was approved for developing Gateway Monument concepts. The City has contracted with Corral Design Group for the development of the Gateway Monument concepts. An additional $200,000 is programed for FY17 for the construction of a monument and or acquisition of land. The delivery of the Gateway Monuments will rely on a phased approach funded in partnership with developers, local businesses, and other agencies.

The design team prepared three concepts for review and comment in August 2015. The concepts were presented to 30 staff members representative of each city department at a design charrette meeting in December 2015. The same concepts were presented to the Surprise Arts and Cultural Commission on January 4, 2016. With the comments and suggestions from the charrette and Commission meeting, the design team worked to revise the preferred concept to best reflect the reoccurring comments and ideas. On March 7, 2016, the preferred revised concept was presented to the Arts and Cultural Commission to ensure that their ideas and comments had been addressed. The Commission expressed approval of the revised design concept and in support of the renderings being presented to City Council.

Work Completed to Date:

- Identification of potential Gateway locations
- 3 Gateway concepts prepared by design consultant
- Staff design charrette held December 2015
- Staff presented at two Arts and Cultural Advisory Commission meetings to obtain feedback on the design process and design concept
- Preparation of revised preferred concept for presentation to City Council

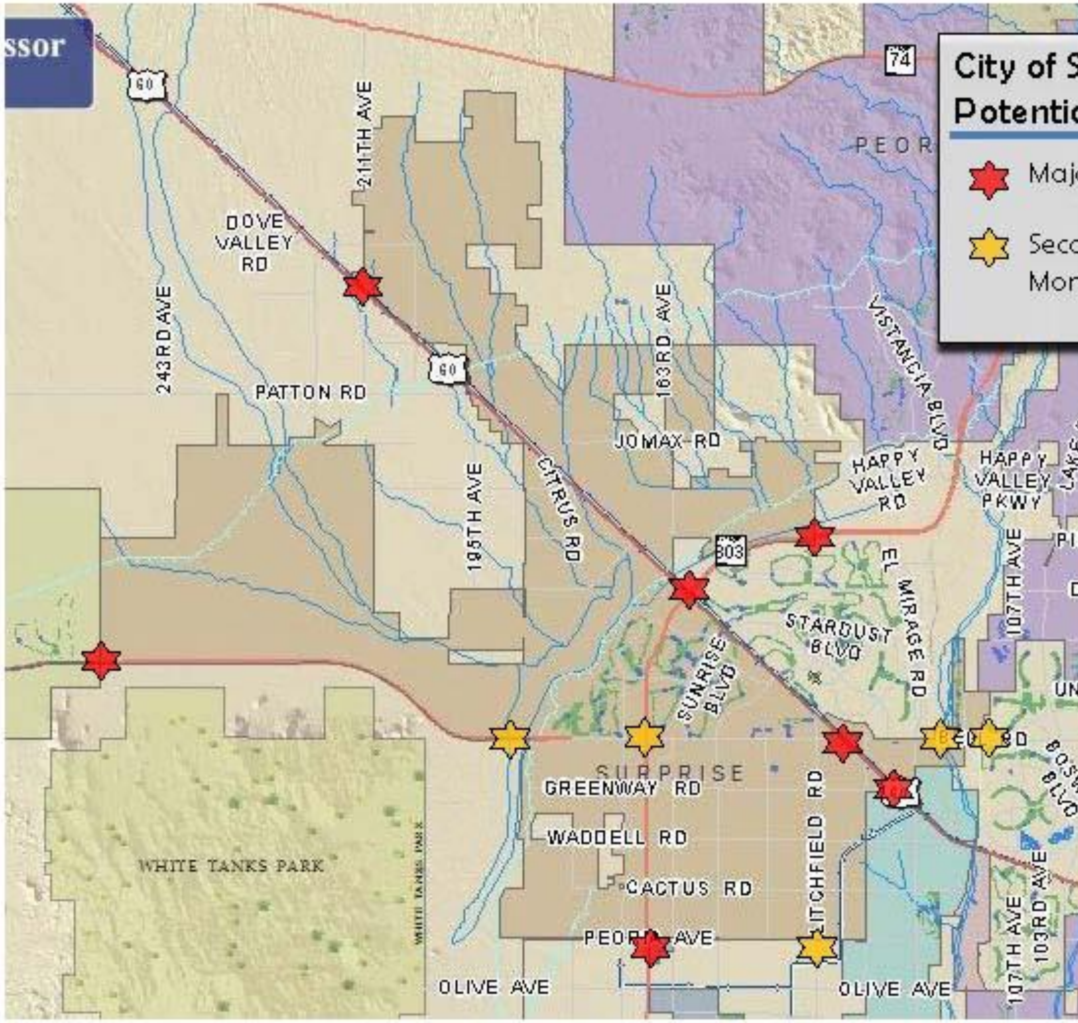
Recommendation

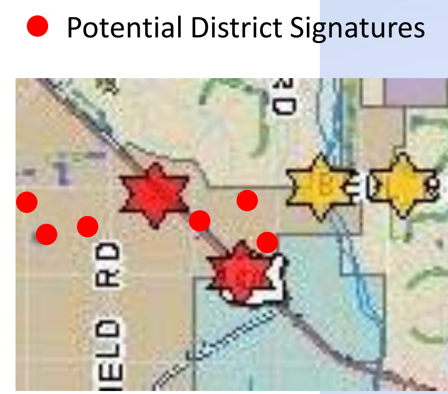
Discussion and consideration only, No action necessary.

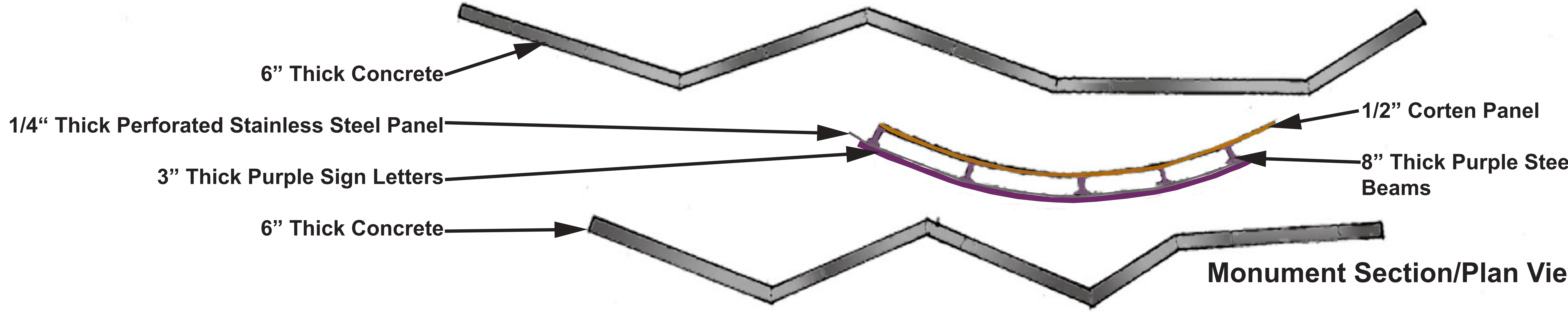
Attached

Monument Design Concept
Special District Design Concept
Potential Major and Secondary Gateway Locations Map
Signature Gateway Program Presentation

GATEWAY MONUMENT PROGRAM







Monument Section/Plan View

Revised Concept 3:

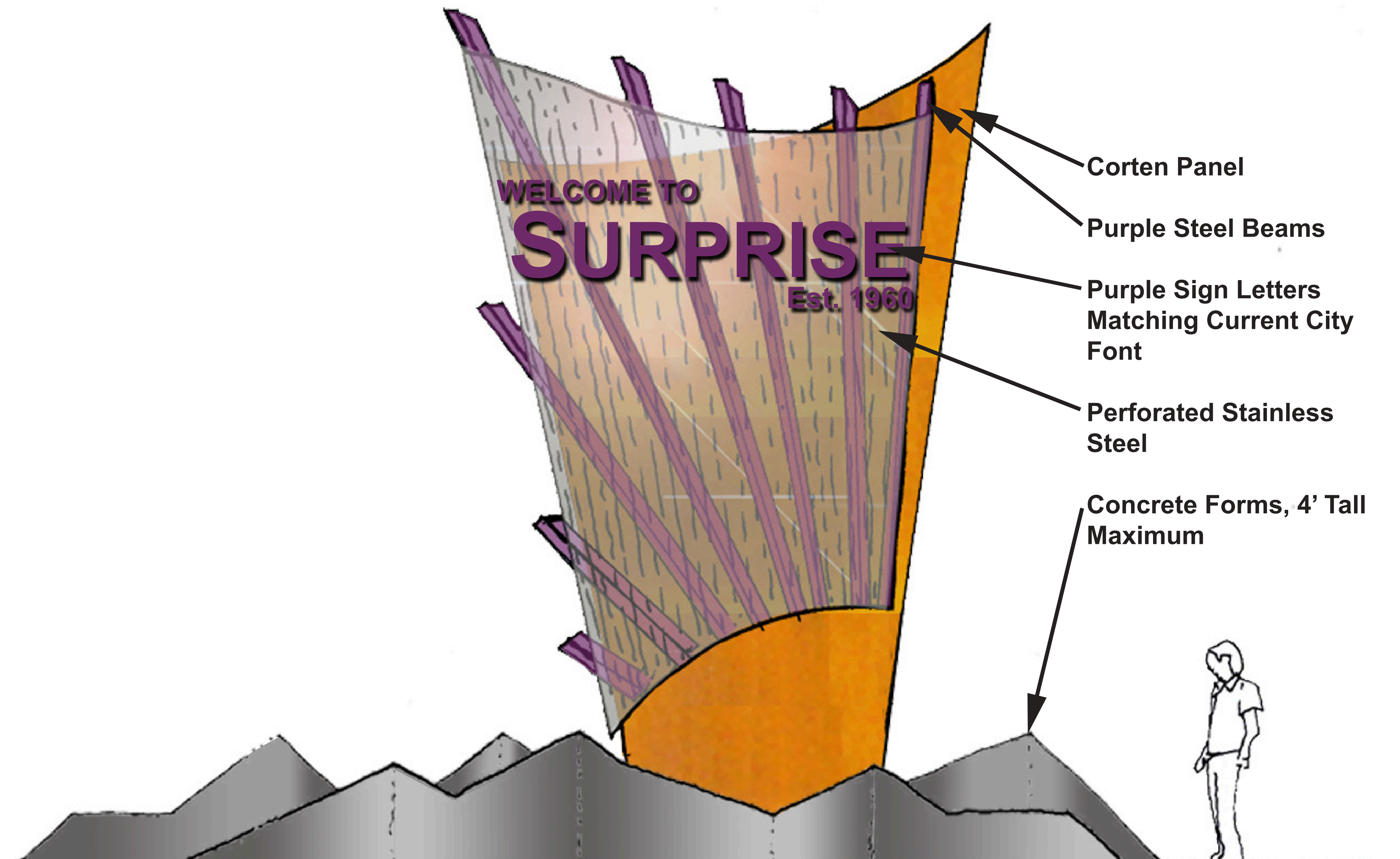
Desert Profiles

Surprise cannot help but be inspired by its desert setting, with the backdrop of the White Tank Mountain range a dramatic daily stage for the setting sun.

In this gateway monument, a tall sun-element rises from a base of abstract mountain-like forms, which is a 3-demensional interpretation of the City’s existing logo. This monument has a traditional and organic form that is tied together with modern materials. The vertical element has been modified to incorporate the City’s sun-element from their existing logo. The City’s rich agricultural history and their iconic desert setting will be represented through landscape planting design. Alternating rows of mounded grasses and decomposed granite will represent the crops and furrows of agricultural fields. Native cacti and agave will be incorporated to tie the monument into the iconic desert setting.

Seat walls will be integrated into the base of the monument, similarly designed seating elements can be integrated into pedestrian areas and the enhancing elements can be appropriately modified for specific locations. The vertical form will be scaled down for district locations and sign banners will be added to designate location and way-finding.

The materials consist of a smooth finish concrete base with seating opportunities built into the mountain-form base. The tall monument is primarily corten steel with “Surprise”-purple powder-coated I-Beams arranged in rays on top of the corten steel panel, with a saguaro-rib perforated stainless steel sheet overlay. Sign letters will have a solid face with a perforated body that will allow for lighting to be housed within and illuminate the letters.



25’ Tall Gateway Monument

Gateway Monument Program

City Council Work Session

April 5, 2016

Office of the City Manager and Public Works Department

SURPRISE
ARIZONA

Overview of Program Process

City Council Initiative

Core Team

Consultant Designs

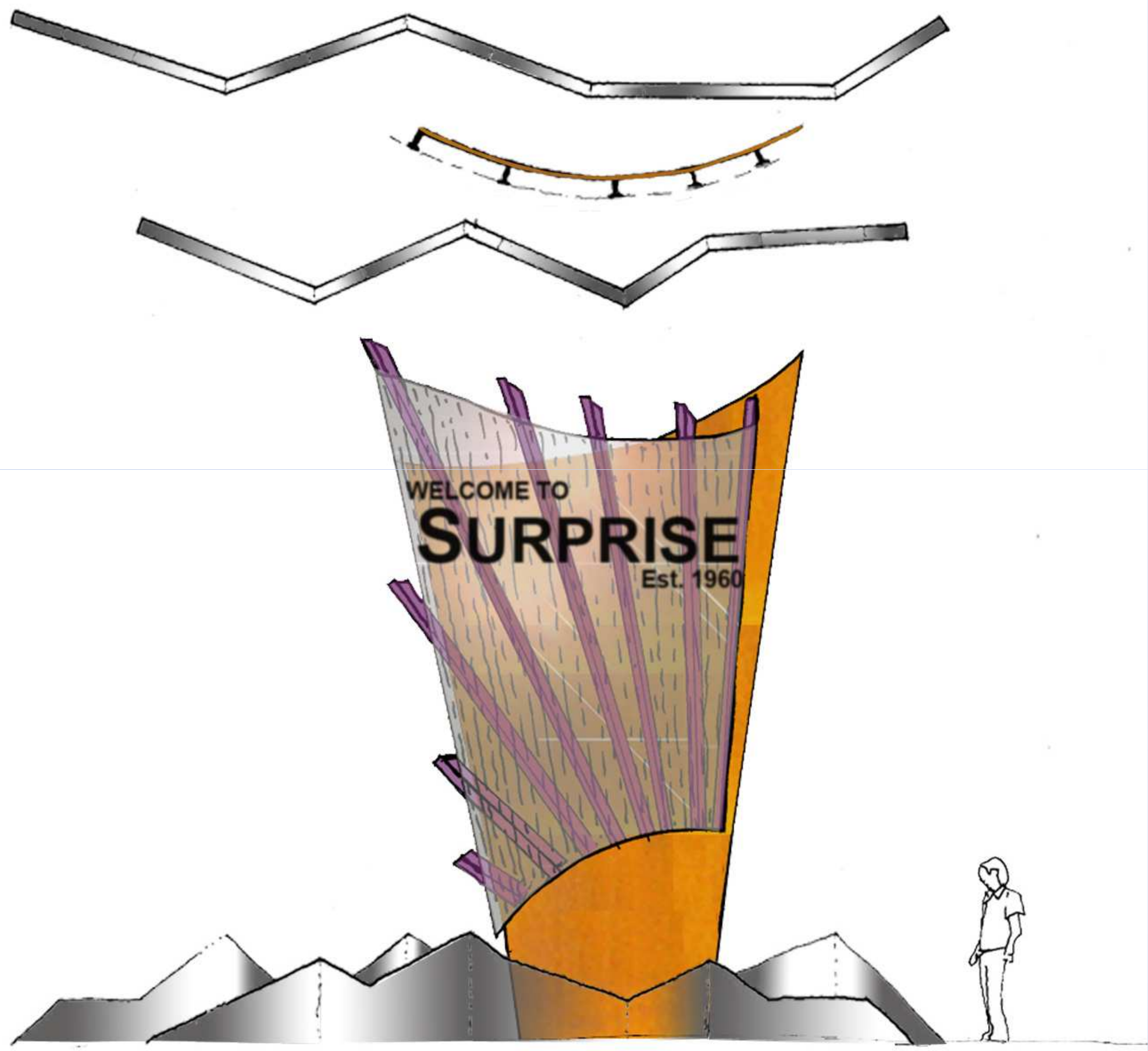
Staff Charrette

Arts & Cultural Commission Meetings

Revised Design Concepts

City Council Presentation and Feedback

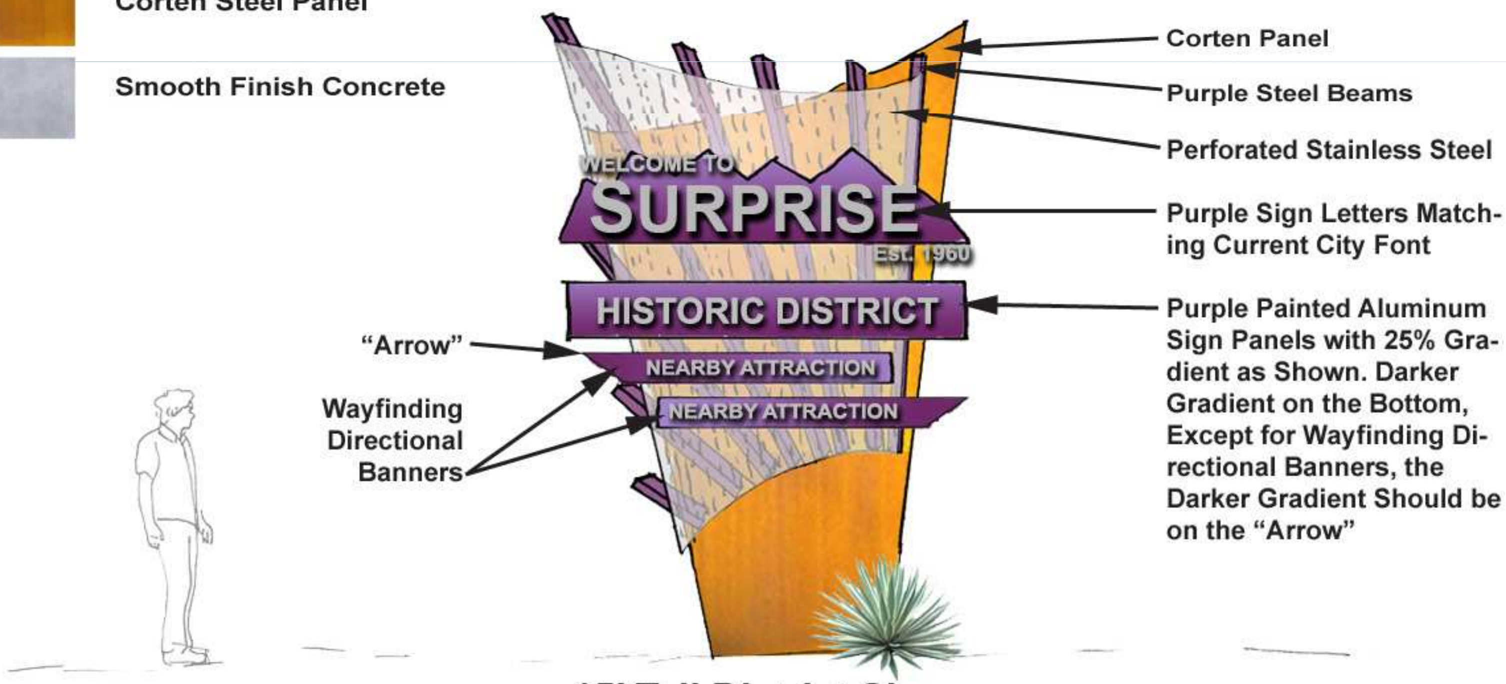
MONUMENT DESIGN CONCEPT



SPECIAL DISTRICT DESIGN CONCEPT

SURPRISE
ARIZONA

- “Surprise” Purple
- “Surprise” Gold
- Internally Lighted Sign Letters
- Perforated Stainless Steel
- Corten Steel Panel
- Smooth Finish Concrete



15’ Tall District Signage

TIMELINE/NEXT STEPS

- **April 2016**
  - **Present design concepts to City Council**
  - **Collect input and incorporate into design concept**
  - **Finalize design concept**

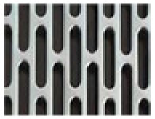
- **May 2016**
  - **Present final design concept to Arts & Cultural Advisory Commission and City Council**

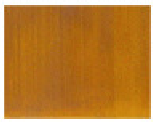
Questions | Comments

“Surprise” Purple

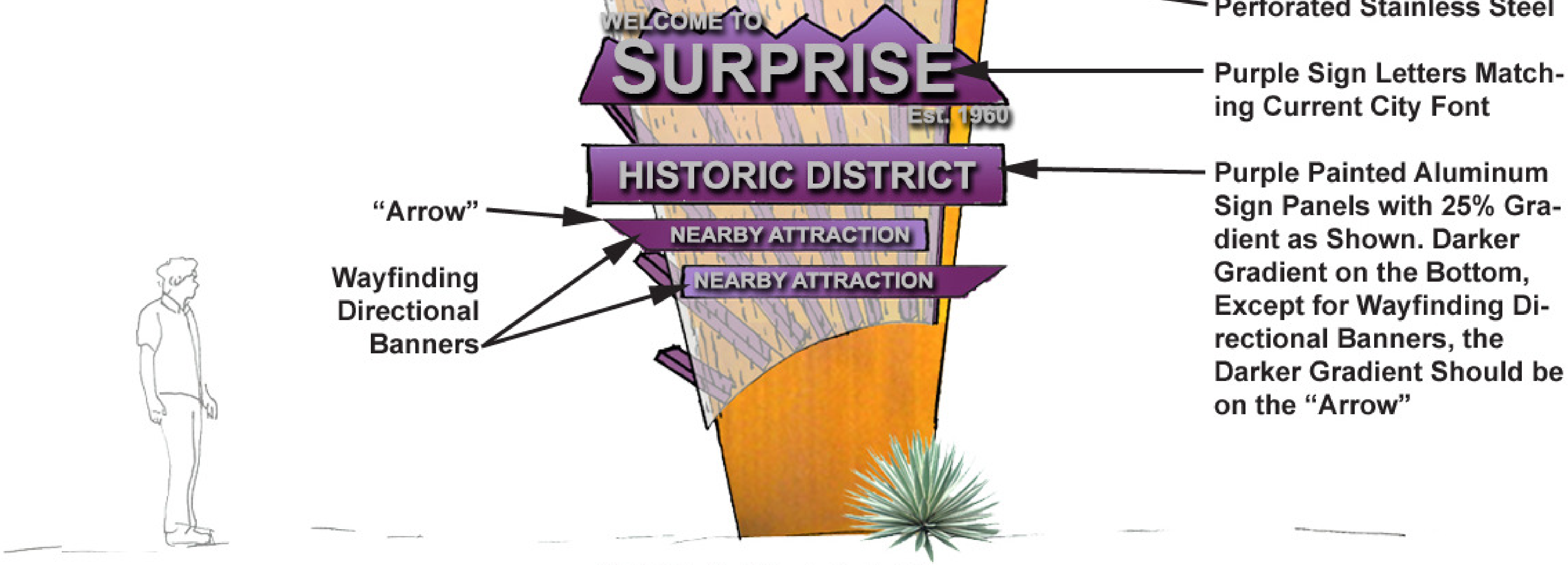
“Surprise” Gold


Internally Lighted Sign Letters


Perforated Stainless Steel


Corten Steel Panel


Smooth Finish Concrete



15’ Tall District Signage

CITY OF SURPRISE
Regular City Council Work Session

April 5, 2016 @ 4:00:00 PM

Back Print

Council Meeting Date:	April 5, 2016	Contact Person:	Lindsey Duncan, Finance Director
Submitting Department:	Finance Dept	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	Public Hearing	Report/Discussion

Agenda Wording:

Presentation and discussion pertaining to review of capital projects and potential capital financing.

Motion:

None; discussion only.

Background:

This is the fourth in a series of discussions regarding the FY2017 capital budget. This discussion will focus on public safety and parks and recreation projects. Potential sources of capital financing will be discussed as well.

Objective Analysis:

None; discussion only.

Policy Compliant:

This presentation is consistent with City and Council Policy.

Financial Impact:

None at this time; however, topics covered in this presentation could lead to future actions which may have a financial impact on the city's operations.

Budget Impact:

None at this time; however, topics covered in this presentation could lead to future actions which may have a FY2017 budget impact on the city's operations.

FTE Impact:

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

ATTACHMENTS:

Click to download

No Attachments Available