



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

Tuesday, May 1, 2018 @ 4:00 PM
COUNCIL CHAMBERS

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- 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 only on issues within the jurisdiction of the City Council which are not an item on the agenda. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

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

E. Regular City Council Work Session Agenda:

Regular Agenda Item - Non-Public Hearing:

- | | | | |
|----|-------------------|---|---|
| 1. | District Citywide | Presentation and discussion pertaining to an update regarding 2018 Emergency Operations Plan. | None
Chief Tom
Abbott |
| 2. | District Citywide | Presentation and discussion pertaining to an update of the City's Transit Feasibility Study and survey. | No Action
Martin
Lucero -
Community
Development |
| 3. | District Citywide | Presentation and discussion pertaining to the City of Surprise Intelligent Transportation Systems (ITS) Strategic Plan. | None
Karl Zook,
Public
Works |

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: April 27, 2018 at 8:20 AM

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



CITY OF SURPRISE
Regular City Council Work Session

May 1, 2018 @ 4:00:00 PM

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Council Meeting Date: May 1, 2018

Contact Person: Chief Tom Abbott

Submitting Department:

District: Citywide

Staff Recommendations: None

Consent

Regular

Public Hearing

Report/Discussion

Agenda Wording:

Presentation and discussion pertaining to an update regarding 2018 Emergency Operations Plan.

Motion:

None

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

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☐ [PRESENTATION](#)



Emergency Operation Plan

Tom Abbott Fire Chief

Kevin Spirlong Battalion Chief

Emergency Operations Plan



- ✓ The May 2018 Emergency Operations Plan will replace the September 2016 version.
- ✓ Emergency Operations Plans are typically reviewed on an annual basis for applicability, functions, consistency, and compliance.
- ✓ The May 2018 plan incorporates technical revisions, editorial improvements, updated and expanded responsibilities for City departments, divisions and personnel, as well as FEMA Comprehensive Planning Guide (CPG) 101 recommendations.

Emergency Operations Plan



- ✓ During an event that requires activation of the EOP, every City Department has a function to perform, either as a primary or secondary responsibility.
- ✓ The May 2018 Emergency Operations Plan, as with previous versions, provides guidance to the Policy Group, Emergency Operations Center Command Staff, and Emergency Operations Center General Staff.
- ✓ The plan follows the Incident Command System: Operations, Planning, Logistics, and Finance/Administration.

Emergency Operations Plan



- ✓ In September 2014, the City of Surprise utilized the EOP and EOC during the flooding events. We also practice with some of the special events.
- ✓ The EOP is maintained by Surprise Fire-Medical Department in the Strategic Planning, Analytics, and Emergency Management Division by a battalion chief.
- ✓ The plan was revised in conjunction with all City Departments and the Maricopa County Department of Emergency Management.



Comments & Questions

Thank you!



CITY OF SURPRISE
Regular City Council Work Session

May 1, 2018 @ 4:00:00 PM

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Council Meeting Date:	May 1, 2018	Contact Person:	Martin Lucero - Community Development
Submitting Department:	CD	District:	Citywide
Staff Recommendations:	No Action		

Consent	Regular	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and discussion pertaining to an update of the City's Transit Feasibility Study and survey.

Motion:

Presentation Only.

Background:

As part of the City's Transit Feasibility Study, HDR conducted a transit survey seeking public input to determine what forms of public transportation will be most successful in Surprise. This survey will help with understanding demographics, socioeconomic characteristics of the City, and how people travel in the Surprise area. The goal of the survey was to understand how transit can best serve Surprise residents and visitors, including what type of service will be needed and where transit will be most successful.

Objective Analysis:

Potential positive impacts include: Understanding the transit needs of the community, identifying funding sources, and understating the cost of service. Potential negative impacts: Transit service is determined to not be feasible due to surveys and funding sources are not identified.

Policy Compliant:

Although there is no action as of yet on this item, per the Council strategic plan Transportation Goal 3 is to develop a robust multimodal transit plan that provides for transit connectivity to the region and Goal 4 to provide local transit service in Surprise. As such discussion of this item is policy compliant.

Financial Impact:

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

Budget Impact:

None, the study was funded through the FY 2018 City budget. Future costs will be identified as a part of the implementation plan.

FTE Impact:

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

ATTACHMENTS:

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☐ [City Transit Survey Update - Staff Report](#)



COMMUNITY DEVELOPMENT

Date: May 1, 2018

To: Mayor and City Council

From: Martin Lucero, Transportation Planning Manager
martin.lucero@surpriseaz.gov, 623-222-3142
Eric Fitzer, Community Development Director

Re: Transit Feasibility Study and Implementation Plan

Background

The Transit Feasibility Study and Transit Survey is developing a robust set of data about the demographics of who use transit, where they are coming from and going to, and why they are taking their trips.

The City of Surprise Transit Survey was open for 30 days in March. It had 1950 surveys started and 1774 surveys completed and validated.

Survey results will be used to:

- Understand travel markets – who riders are, how and why they are using transit.
- Improve regional travel forecast model. The model predicts transit ridership and highway use in the region.
- Help in the design of transit facilities.
- Support funding decisions about transportation projects.

Public Outreach:

Surveys were conducted through an online web portal, paper copies and through trained staff interviewers. The surveys were published in both English and Spanish.

The public was notified through an array of methods which included;

- City's webpage and email blasts,
- Regional partner notifications such as Buena Villa, Northwest Connect, West Marc, Zoom, Luke Air Force, and Dysart Unified School District.

Information about the transit survey was also found throughout social media such as Facebook, LinkedIn, and Nextdoor. Many in the region have recognized the City's Transit Survey for the volume of surveys completed—1774 in 30 days.

Riders were asked about:

- Where they live
- Where they were going
- How they accessed the trip (walking, driving, etc.)
- Purpose of their trip
- Demographics like age, income, race/ethnicity and gender

Next Steps:

HDR and City Staff is currently using the data from the survey to build an interactive data analysis and visualization app for the next public outreach effort and evaluation of mode and route analysis.

Public Workshop/Charrette is anticipated early summer with an additional Council update in August.

Recommendation

No action is necessary; information and discussion only.

ATTACHMENTS:

1. PowerPoint Presentation



CITY OF SURPRISE
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Council Meeting Date:	May 1, 2018	Contact Person:	Karl Zook, Public Works Department
Submitting Department:	Public Works	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and discussion pertaining to the City of Surprise Intelligent Transportation Systems (ITS) Strategic Plan.

Motion:

None

Background:

Per the City Council's Direction in it's Strategic Plan specific to the Transportation section referencing the need for an ITS Strategic Plan, the Public Works Department pursued and was awarded federal CMAQ funding to develop an ITS Strategic Plan.

Objective Analysis:

The objective is to present a power point explaining how the ITS Strategic Plan was developed and how it is relevant to the City's ability to utilize and expand the existing ITS infrastructure for now and into the future.

Policy Compliant:

This action is consistent with the City's Transportation Goals located within the City Council's Strategic Plan.

Financial Impact:

There will be references to recommended funding for staff and programs related to personnel supporting ITS operations, maintenance and future expansion.

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:

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☐ [ITS Stratigeic Plan](#)



2018 CITY OF SURPRISE ITS STRATEGIC PLAN

Arizona Department of Transportation - Multimodal Planning Division

TASK ORDER: MPD0050-17

Kimley»Horn



**SURPRISE FOUNDATION
GENERAL PLAN 2035 | FOR THE FUTURE**



Adopted and Amended
May 14, 2013 Resolution 2013-39
June 25, 2013 Resolution 2013-59
December 19, 2015 Resolution 2015-120



**City Council
Strategic Plan**
Update 2013



**Guide the Enhancement and
Expansion of the Current ITS Program**

To provide the TMC/ITS group with a plan and guidance for expanding the ITS program in the future in terms of the types of infrastructure or systems to deploy and where and how to deploy them.

**Help the City Better Leverage ITS
Investments**

The ITS program can provide benefits to the City that go beyond traditional traffic uses and this plan identifies ways to leverage ITS assets and data to benefit other City departments and groups beyond Public Works.

Categories

1. What is ITS
2. How is ITS being used today
3. What is the Strategic Plan
4. How to Reach the Strategic Plan Goals



What is ITS? (Intelligent Transportation Systems)

Wikipedia:

An intelligent transportation system (ITS) is an advanced application which, without embodying intelligence as such, aims to provide innovative services relating to different modes of transport and traffic management and enable users to be better informed and make safer, more coordinated, and 'smarter' use of transport networks.

US Department of Transportation:

FAQ: What is ITS?

A: ITS improves transportation safety and mobility and enhances American productivity through the integration of advanced communications technologies into the transportation infrastructure and in vehicles. Intelligent transportation systems (ITS) encompass a broad range of wireless and wire line communications-based information and electronics technologies.

2017 CITY OF SURPRISE ITS STRATEGIC PLAN

Arizona Department of Transportation - Multimodal Planning Division

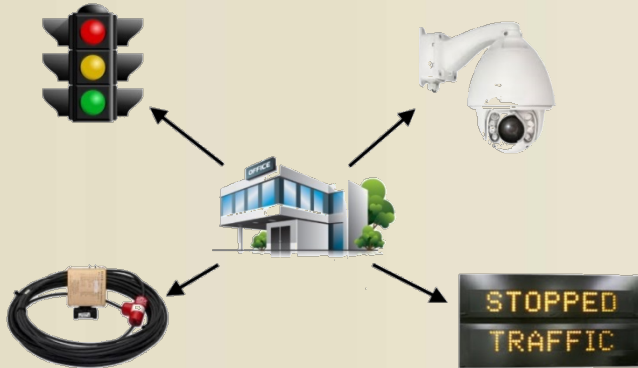
TASK ORDER: MPD0050-17

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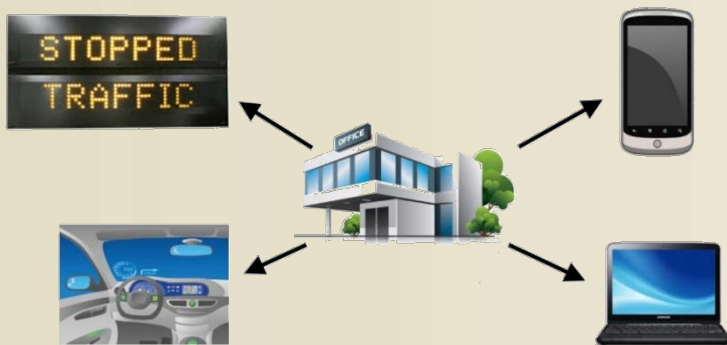


Intelligent Transportation Systems (ITS)

Managing Infrastructure



Sharing Information With Traveling Public,



and with Other Departments
and Other Agencies



ITS is an acronym that stands for
Intelligent Transportation Systems

Purpose of ITS:

Using technology and systems to facilitate real-time monitoring and operations of the transportation network to delivering improved traffic management and better and more frequent traveler information.

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Arizona Department of Transportation - Multimodal Planning Division

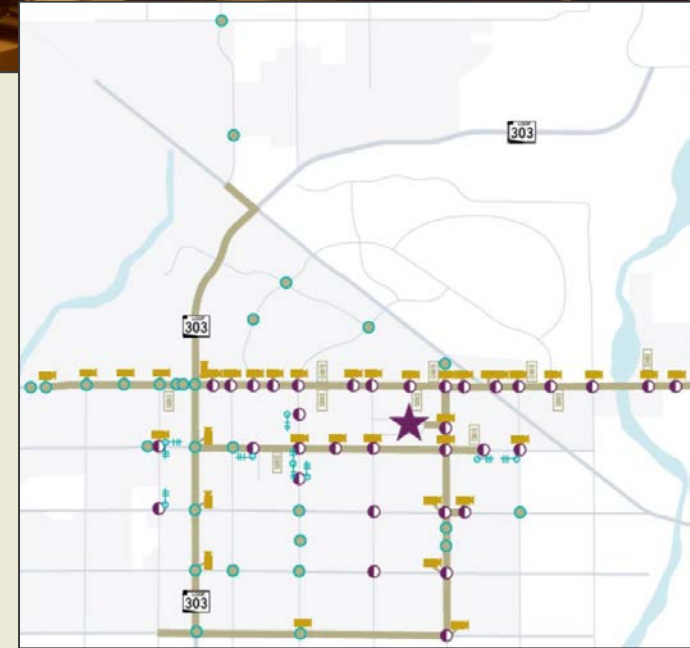
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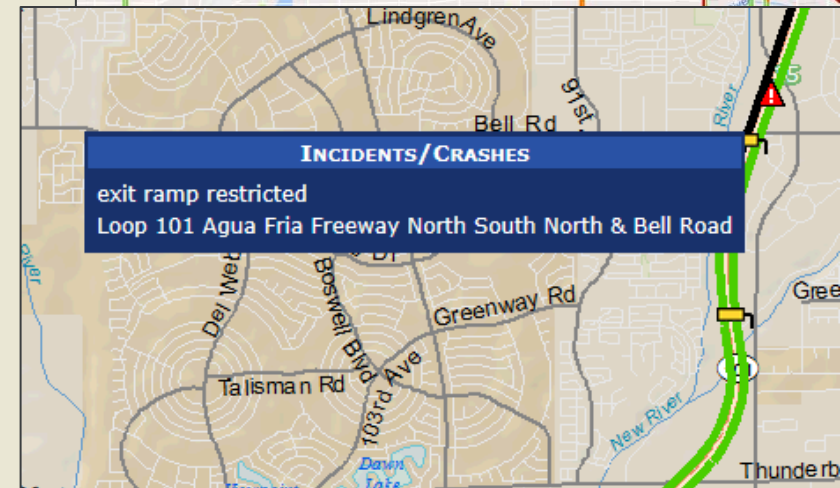
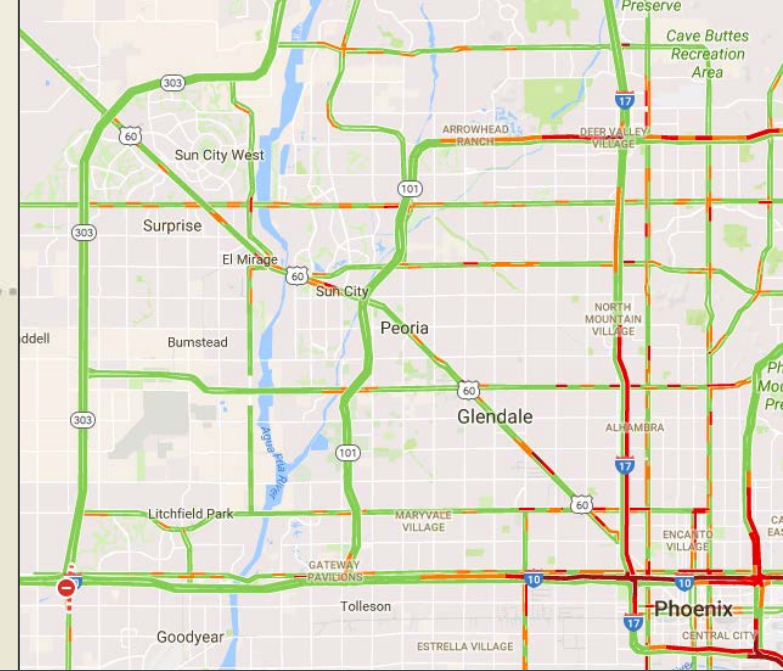
ITS in Surprise Today

- Monitoring traffic on corridors and at key intersections
- Remotely operating traffic signals for special events
- Using central systems to manage operations and measure effectiveness of transportation network
- Collecting and disseminating real-time information to other agencies and the public



ITS in Surprise Today

- Leveraged \$10 million of regional CMAQ funding to put in ITS network and TMC
- Travel time savings of 14% eastbound and 20% westbound in 2010 and another 14% reduction in 2015 due to updated signal timing = \$1,783,500
- Grand Avenue construction
- Additional infrastructure being added by bond improvements



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ITS in the Region

- ITS planning is ongoing in the region
- City has been part of regional initiatives (Bell Road and regional CMAQ funding)
- Region has been focused on deployment of infrastructure, now moving toward operations and maintenance
- Now is the time to align resources at the City – multiple departments involved



What is the Surprise ITS Strategic Plan?

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Arizona Department of Transportation - Multimodal Planning Division

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Process



**ENGAGE
STAKEHOLDERS**



**COLLECT
INFORMATION**



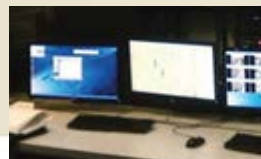
**IDENTIFY
NEEDS**



**DEVELOP
STRATEGIES**



**ORGANIZE FOR TRANSPORTATION
SYSTEMS MANAGEMENT AND
OPERATIONS (TSMO)**



**IDENTIFY
FUNDING**



**PLAN TO
IMPLEMENT
STRATEGIES**

Data Collection Efforts



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Arizona Department of Transportation - Multimodal Planning Division

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Transportation Systems Management and Operations (TSMO)

TSMO Goal:

- Establish ITS operational capabilities that are sustainable and efficiently resourced within the City to support the ITS Program

TSMO Focus Areas:

- People
- Funding
- Documentation



Outcomes from Planning Process



- **Defining:**
 - Systems and data to share
 - ITS improvements to pursue
 - Resource needs for growth
- **This is a living plan which to reference as growth occurs and ITS is warranted to support City services**



How to Reach the ITS Goals?

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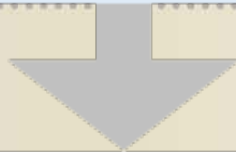
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Near-Term Purpose:

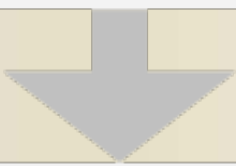
**Guide the Enhancement and Expansion
of the Current ITS Program**



Strategy Goal #1:

**Enhance and expand ITS assets to support current
and future operations.**

(recommendations in *Infrastructure ITS Master
Plan*)



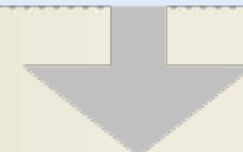
Strategy Goal #2:

**Provide ITS communications structure that
supports multiple City services.**

(recommendations in
Communications ITS Master Plan)

Long-Term Purpose:

**Help the City to Better Leverage ITS
Investments**



Strategy Goal #3:

**Use ITS to provide traveler information and
performance tracking.**

(recommendations in
Data ITS Master Plan)



Strategy Goal #4:

**Use ITS to improve incident management and
response.**

(recommendations in
Public Safety ITS Master Plan)

Key Citywide Outputs

- **Expand Citizen Engagement App to leverage ITS data to serve as:**
 - An interdepartmental data sharing tool
 - A public traveler information disseminator tool
- **Improve incident response coordination between the TMC and Police**
 - Better situational awareness and leveraging capabilities of the TMC to support public safety
- **Work with private sector to expand communications to create a “Smart City”**

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Key Citywide Outputs

- **Nearly all outputs are low or no cost to the City**
 - Leverages existing initiatives and champions
- **Bond passing will bolster corridor technologies**
 - Momentum toward the latest and greatest technology to support the City will be part of the bond implementation
- **Process has already started with Bullard**
 - Mainstream ITS in roadway design process

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Key Partnerships

Internal within the City

- Public Works
- Information Technology
- Public Safety
- Economic Development

External to the City



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