

SANDRA HOFFMAN RETIRING



Sandra Hoffman is retiring after 23 years with the City of Phoenix. She is an Assistant Director in the Planning and Development Department. Sandra is credited with improving customer service, processes, programs, ordinances, and plans. Her legacy projects include Reinvent Phoenix Light Rail Grant and the Transit Oriented Development (TOD) plans, the Walkable Urban Code, the Downtown Form-Based Code, among many more. She professionally developed her staff and built respect and collaboration with the development community. Sandra's abilities and wealth of knowledge will be deeply missed.

After retiring, Sandra plans to relax through the holidays and then seek out new endeavors where she can continue to contribute to the development community. Best wishes and congratulations to Sandra Hoffman!

LAST CALL FOR NOMINATIONS



EMPLOYEE EXCELLENCE AWARDS

The 2022 City Manager's Employee Excellence Awards nomination period closes Friday, Dec. 9. There is still time to recognize City of Phoenix employees who have made exceptional contributions to the City and public during the calendar year. Honorees will be announced during an awards ceremony in 2023.

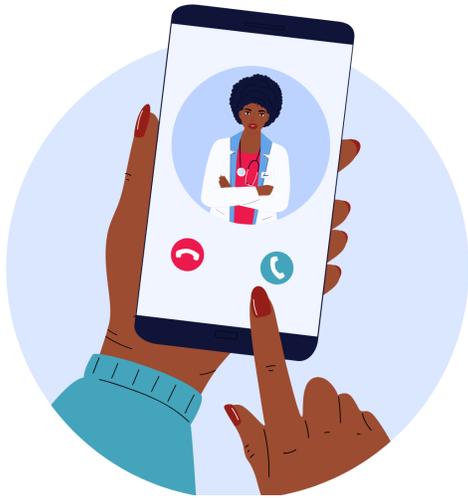
Please take time to **nominate** deserving teams or individuals. Your nomination (of up to 300 words) can be submitted online until **Dec. 9**. Additional information can be found on the **[Employee Excellence Awards webpage](#)**. Thank you for your continued dedication to public service and the members of our community.

A promotional banner for the PHX Newsroom. It features a blue sky background with a cityscape of Phoenix at the bottom. The text includes "Current News • City Programs", "Incident Updates • Videos", the "PHX Newsroom" logo, and the website "Phoenix.gov/Newsroom".

Current News • City Programs
Incident Updates • Videos

PHX Newsroom
Phoenix.gov/Newsroom

CLINIC TELEHEALTH VISITS



We are excited to announce that the City of Phoenix Employee Health Clinic at Central & Washington, now offers online telehealth visits. This will allow

employees and their families to access helpful health and well-being resources from the comfort of their home or without leaving work. Telehealth is a great option for ailments such as a simple cough, congestion, or sinus pain, UTI symptoms, medication refills, chronic headaches, eye complaints, and simple allergic reactions, among other things. You can set up a telehealth or in-person appointment online by visiting the Banner Employee Health Clinic [appointment portal](#).

CHRISTMAS FELLOWSHIP



City of Phoenix Employees for Christ is hosting a Christmas Fellowship Luncheon. Drop-off boxes for senior center donations will be available. Items needed include coloring

books, colored pencils, blankets, socks or monetary donations. **Details:**

- ◆ Monday, Dec. 19 | noon-1 p.m.
- ◆ Calvin C. Goode Building, 10th Floor, Coronado Room

NEW PLANNING SCHEDULER



Things Just Got
BETTER

Now offering online scheduling for Development Center appointments at City Hall



Did you hear? A new online portal allows Planning and Development Department customers to make in-person appointments to meet with staff in the Development!

Customers are now able to see appointment availability for a two-week period and choose a time that works for their schedule. [Make an appointment today.](#)

MLK AWARDS CELEBRATION



Celebrate the Dr. Martin Luther King Jr. holiday at the [MLK Awards Breakfast "Believe in the Dream."](#) The event is at 7:15 a.m. Friday, Jan. 13 at the Phoenix Convention Center.

The winners of the Dr. Martin Luther King Jr. Living the Dream Awards, and the Calvin C. Goode Lifetime Achievement Award will be honored for their lifelong commitment to creating a compassionate and socially-just community.

BECOME AN AMBASSADOR



The Office of Sustainability is looking for Employee Electric Transportation Ambassadors!

If you have a zero- or low-carbon ride (think electric vehicles, bicycles, eBikes, or eScooters), or you just love talking about pollution-free transportation, we need your help! Contact HandsOn AmeriCorps VISTA Member **Kristen Brady** at kristen.brady@phoenix.gov if you'd like to help spread the word about clean mobility solutions.

POPULAR TRAINING RETURNS

Sharpen up your leadership skills for the new year. **Build Competency to Lead** is a popular training course for City of Phoenix employees in leadership roles or those who want to gain valuable leadership skills. During this interactive course, instructor Jeff Pierce will guide you through behaviors and practices to empower you to become a better leader. The class is being offered in person on the following dates:

- ◆ Tuesday, Jan. 10 | 12-4:30 p.m. | Calvin Goode Building
- ◆ Tuesday, Jan. 31 | 12-4:30 p.m. | Calvin Goode Building

Take the first step to becoming a better leader. Log into [PHXYou](#), search for course code **HRS109**, and sign up today.

Join the **Conversation**



City of Phoenix AZ

ANNUAL ACTION PLAN SURVEY



Your city, your voice! The City of Phoenix needs your input to help make important investments in our community by taking the Annual Action Plan Survey. Each year, the City receives millions of dollars in federal funding from the Department of Housing and Urban Development and we want to hear from our residents and business owners about how you think that money should be spent.

When you take the survey, you help us identify needs in housing and homelessness, community and economic development, infrastructure and enhancement, and public services and facilities. These funds help make real change; they can be used for projects like improving parks and streetlights, creating programs for youth and seniors, providing services for people experiencing homelessness or living with HIV/AIDS, and helping families buy their first home.

Your voice is important! Tell us what matters most in your community. Take the [Annual Action Plan Survey](#) through Jan. 6.

SUBSCRIBE TO PHXTV

Stay in the loop on all things City of Phoenix when you subscribe to the [PHXTV YouTube channel](#).

Stay informed about public meetings, City events, department news, Phoenix history, and more!



FEATURED JOB OF THE WEEK

Fleet Maintenance Job Series

\$16.90-\$31.14/Hour

The Public Works Department has some exciting opportunities in its Fleet Services Division. Please consider referring any fleet maintenance technicians and professionals that you know.

- ◆ Equipment Service Worker I: \$16.90-\$19.94/hr. | Job ID 47928 | Closes Dec. 19 (performs routine auto maintenance and minor repairs)
- ◆ Equipment Service Worker II: \$19.21-\$23.46/hr. | Job ID 47938 | Closes Dec. 19 (performs routine auto maintenance and minor repairs)
- ◆ Auto Parts Clerk II: \$18-\$24.46/hr. | Job ID 48100 | Closes Dec. 19 (order, inventory, and stock auto parts)
- ◆ Heavy Equipment Mechanic: \$27.76-\$31.14/hr. | Job ID 48076 | Closes Dec. 14 (repairs and maintains fire equipment, heavy diesel and construction equipment)
- ◆ Automotive Technician/Master Automotive Technician: \$ 21.47 - \$ 26.60/hr. | Job ID 48073 | Closes Dec. 14 (maintains, diagnoses, and repairs automotive equipment)

Supervisory/Management Positions

- ◆ Fleet Analyst: \$53,102-\$64,771/yr. | Job ID 47599 | Closes Dec. 12 (oversees and coordinates fleet maintenance activities and operations for six major services centers and thirteen satellite shops around the city) Job requirements vary by position

For more information about this position, visit the [City's employment website](#) online or log into eCHRIS. [Check out the latest job openings.](#)

DID YOU KNOW?

The achievements and accomplishments section of your resume should be updated yearly. It helps to keep your information current and relevant.

VITA VOLUNTEERS NEEDED



The City of Phoenix needs volunteers to help residents with their 2022 taxes. Every year, the **Volunteer Income Tax Assistance (VITA) Program** prepares free tax returns for low-to-moderate income individuals and families, but we can't do it without YOU. VITA volunteers receive free training and are certified by the IRS to prepare basic tax returns. You don't need to be an accountant or math whiz to make a difference! We need greeters, screeners, and site coordinators. Are you bilingual? Even better! We always need interpreters. Volunteering with VITA is a great way to learn new skills and build your resume while helping others. Plus, you'll never have to pay to get your taxes done again because you will have the skills to do it yourself.

PHOENIX SISTER CITIES EVENT



The Phoenix Sister Cities Ramat Gan Committee invites you to attend Levity, Latkes and Liberty on Dec. 10 from 5-8 p.m. Enjoy a beautiful buffet and

browse a selection of artistic jewelry and unique objets d'art.

Northern Arizona University's Dr. Björn Krondorfer will lead a discussion on "From Hanukkah to Holocaust: Liberty and Liberation," exploring connections between religious memory and traumatic histories. Guests who purchase tickets will receive an email with the event address. Get your tickets [here](#).