



CITY OF SURPRISE
Parks and Recreation Advisory Commission Meeting
16000 N. Civic Center Plaza
Surprise, AZ 85374
Monday, August 23, 2021 @ 6:00 PM
COUNCIL CHAMBERS
Amended item #1 on Aug. 17, 2021 at 1:25 PM

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Parks and Recreation Advisory Commission

CALL TO THE PUBLIC:

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

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission 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.

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|----------------------|
| 1. | Citywide | Consideration and action to approve minutes from June 28, 2021. | None |
| 2. | Citywide | Dick McComb Park update from PD. | Parks and Recreation |
| 3. | Citywide | Introduction of new Parks & Recreation Director, Holly Osborn. | Parks and Recreation |
| 4. | Citywide | Provide update on design and Construction Management at Risk award for improvements at Surprise Community Park. | Parks and Recreation |
| 5. | Citywide | Provide update on proposed design and Construction Management at Risk award for Countryside Park. | Parks and Recreation |

- | | | | |
|----|----------|--|----------------------|
| 6. | Citywide | Provide update on dog park conditions. | None |
| | | | Parks and Recreation |
| 7. | Citywide | Discussion pertaining to 2015 Parks and Recreation Master Plan. | None |
| | | | Parks and Recreation |
| 8. | Internal | Discussion on options to recognize former Commission member Charlie Woodland who passed away recently. | Parks and Recreation |

G. Other Business and Future Agenda Items

H. Executive Session

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

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

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

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

I. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: August 17, 2021 at 11:45 AM
Amended item #1 - August 17, 2021 at 1:25 PM

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



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations: None

Contact Person:
District: Citywide

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

Agenda Wording:

Consideration and action to approve minutes from June 28, 2021.

Motion:

I move to approve minutes from June 28, 2021 Parks and Recreation Advisory Commission meeting.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 6-28-2021 Meeting Agenda_Minutes
-

**CITY OF SURPRISE
PARKS AND RECREATION ADVISORY COMMISSION**

Meeting Minutes

Monday, June 28, 2021 @ 6:00 PM

City Hall Community Room
16000 N Bullard, SURPRISE, ARIZONA 85374

CALL TO ORDER

A. Roll Call

- Members: Chair Wayne Turner, Vice Chair Ron Jensen, Raymond Grim, Charlie Woodland, and Patricia Blaisdell.

Absent: Mark Brown (Excused), Bill Pupo (Excused)

- City Staff: Interim Director Paul Frie & Administrative Specialist Frank D'Andrea.

B. Pledge of Allegiance

C. Current Events Reports

D. Staff Reports

- **Interim Director Paul Frie** reports the following items:
 - **Design for Countryside Park**
 - **Surprise Aquatic Center Update**
 1. The Surprise Aquatic Center has faced maintenance issues between Thursday, June 24th and Monday, June 28th. The Department will be replacing both pumps with anticipation of returning to full operational capabilities by Tuesday, June 29th. The Department is looking to rebuild one of the motors to keep on-hand to avoid future similar issues.
 - **4th of July**
 1. Gathering will be held at Mark Coronado Park in the evening on July 4th with the fireworks show taking place in the field to the east of Bullard Avenue at around 8:40 p.m.
 - The Department has named a new Director for Parks & Recreation, **Holly Osborn** whose anticipated start date is Tuesday, July 6th.

CALL TO THE PUBLIC

- **Community member, Vicki DeLuzio**, who is a local blogger who highlights fun for families. She discussed Teen incidents she and others have experienced at Dick McComb City Park. This included, as she states ranges from drug-use, assault, and theft. She has stated she had issues at the Park years prior and has not returned since. She says that Teens have been known to rip holes in the shade at the park, a windshield was broken, and Teens using drugs in the park. Her friends and her do not feel comfortable going to the park and informs others to not attend the park either. Ms. DeLuzio had tagged a few members of the City council and encourages the Department to collaborate with the City Council, Police Department and Parks Department to solve the issue.
 - *Staff Note (Administrative Specialist Frank D'Andrea): Ms. DeLuzio had tagged **councilmember Jack Hastings** in a Facebook group regarding some of these issues along with many others sharing her concerns. **Councilmember Hastings** then tagged our Department Facebook Page, which resulted in **Administrative Specialist Frank D'Andrea** reaching out to Ms. DeLuzio and inviting her to use the Parks & Recreation Board Meeting on June 28th, 2021 as a platform to address her issues with the Department and Board. **Interim Director Paul Frie** had also reached out to Ms. DeLuzio previously as well.*
- **Community member, Andy Cepon**, who was a community member that shared his concerns about the Dog Park during the April 2021 meeting reports on what he has noticed since these last few months. His comments included the following:
 - Opposition to the ¼" Minus possibility in-place of the rocks outside the Dog Park noting the sharpness of the material.
 - The Dog Park conditions have improved since our last meeting noting the greener grass.
 - Criticism of the "management oversight" stating that the Parks management should take a more hands-on approach a couple times a week to oversee the actual areas being worked on.
 - Trash Cans being left out for multiple days (as **Commissioner Raymond Grim** points out) with the potential issue of a Park Guest being hit by a vehicle.
 - Opposition to fertilizer schedule due to the lack of guests as the temperatures rise throughout the day.
 - Notes that smaller dog cells do not affect the conditions as much as the larger dog cells.
 - Curbing issue regarding the rocks near the entrance of the Dog Park.
 - There are some trees that need to be cut down and replaced, but outside the actual Dog Park cells.
 - The possible two-entrance system to the Dog Park is unnecessary based on Mr. Cepon's experience.
 - *Staff Note: The two-entrance system that Mr. Cepon is referring to is a possible installment of some sort of divider to avoid dogs interacting with each other upon entering and exiting the Dog Park.*
 - Opposition to all three cells being open, agreeing that the 1/3 system is good for conditions.

CONSENT AGENDA (N/A)

E. Approval of items on the Consent Agenda

No items were identified as consent agenda items.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Citywide – Consideration and action to approve minutes from April 26, 2021.

- **Commissioner Charlie Woodland** makes a motion to approve the minutes from April 26, 2021. **Commissioner Patricia Blaisdell** seconds. 5-votes. Motion passed.

Item 2 – Citywide – Update on Dog Parks.

- **Interim Director Paul Frie** reports on updates since the April 26th, 2021 Parks & Recreation Board meeting in which multiple members of the community stated their concerns and issues with some of the maintenance and features at the City of Surprise Dog Parks. Some of the highlights and initiatives taken by the Parks Department that Paul Frie reports on included the following:
 - Giving 1/3 of the areas substantial rest between uses.
 - Irrigation Audit to catalog sprinkler heads and other infrastructure so the Department can track where/when a component, sprinkler, etc. may not be operating correctly.
 - Planning for and continuing Fertility Applications.
 - Bolster equipment inventory which includes equipment purchases in both an Aerifier and Tractor (these items have been ordered and will be put to use one arrived).
 - Some visual images included the difference between a year of little use to more use as more openings occurred due to the Pandemic (April 2020-April 2021). Other images included the difference between 3-weeks (April 2021-May 2021).
 - **Interim Director Paul Frie** recalled a few conversations he had with community members who would want to see all three (3) sections of the Dog Park open at the same time. However, the Parks Department will continue to give rest to one (1) of the three (3) sections.
 - **Interim Director Paul Frie** also brought up the curbing, which was also a concern by community member at the April 2021 meeting and agreed that the rocks in-place are not the right option. The Parks Department is exploring options, which include ¼" Minus, Synthetic Turf, and Natural Turf.
- **Commissioner Raymond Grim** shared a few questions that he came up with and had received from the public via Surprise Farms members. **Commissioner Grim's** questions and inquiries regarded the following:
 - Schedule regarding the trashcans at the Park in which they are brought to the street and have been left out for multiple days.
 - Some Dog Park attendee's notice that others do not cleanup Dog waste. However, Commissioner Grim noted the signage stating to please clean up your Dog's waste.
 - Regarding the locking of the Dog Park gates.
 - **Interim Director Paul Frie** noted that the gates are only locked during maintenance days/hours.
 - Inconsistent Signage regarding opening/closing times.
 - Commissioner Grim reviewed the signage at the Park and did not see any inconsistencies.
 - Over-crowding in the cells.
 - Commissioner Grim confirmed that he had noticed it was crowded as well.

- More trees/Shade Structure; is it feasible to add these additional items?
 - **Interim Director Paul Frie** states that it is feasible, but the issue is with the trees growing, the grass around/below it could die out due to lack of sun.
 - **Commissioner Jensen** raises a potential issue where a shade structure could take up some space that would otherwise be allotted for guests.
 - **Interim Director Paul Frie** states that there are options regarding shade structures that could avoid that issue.
- Guests coming from Surprise Community Park to the Dick McComb City Park due to Surprise Community Park Dog Park being closed due to maintenance on Wednesdays.
 - **Commissioner Grim** asks if it is possible to change the schedule so that Surprise Community Dog Park is open in the morning, and then cleaned up starting at around 10 a.m. (similar to Dick McComb's Dog Park schedule)
 - **Interim Director Paul Frie** responds that this could be looked at, but other factors include fertilizing, pre-emergent/post-emergent that require time.
- Wanting all three cells of the Dog Parks open.
 - **Commissioner Grim** noted his understanding of why the Department closes 1/3 cells at a time as pointed out by **Interim Director Paul Frie** earlier.
- **Commissioner Grim** noted that he received positive feedback regarding the Dog Parks and that they look a lot better and "greener" compared to the past.
- Concerns about the Surprise Community Dog Parks being retentions that can face issues if it rains that they would not be able to be used.
 - **Interim Director Paul Frie** notes that a dry well is planned to be installed there.
- Basket in which to place Dog Toys.
 - **Interim Director Paul Frie** notes how to his understanding that it is not recommended for users to bring toys due to a potential possessive nature of a Dog.
- Dog Waste Bags Station
 - **Interim Director Paul Frie** says he will follow up with **Commissioner Grim** with a cost for the station in which he describes.
- Regarding the equipment purchased (Aerator, Tractor) and how those bigger pieces equipment will be used and why the City does not use one or possibly have one already.
 - **Interim Director Paul Frie** notes that there are maintenance gates at the Parks for those types of equipment to be able to enter and exit. He also notes that though the City does have an Aerator on hand, the Department has not used it for this specific purpose agreeing that the Department using that type of equipment would be beneficial to the Department.
- **Commissioner Grim** also wanted to thank **Interim Director Paul Frie's** service to the Department and the Community in this transitional period since former **Director Donna Miller's** retirement in May of 2021.
- **Commissioner Charlie Woodland** asks about the Dog Park curbing and what the thought-process was regarding the use of rocks.
 - **Interim Director Paul Frie** was unsure of why that decision was made at that time.

Item 3 – Citywide – Discussion pertaining to 2015 Parks and Recreation Master Plan.

- **Interim Director Paul Frie** notes that is **Commissioner Bill Pupo's** requested item. **Commissioner Pupo** was not in attendance for this meeting; however, **Interim Director Paul Frie** shared some of **Commissioner Pupo's** notes to begin the discussion for this item. These notes included the following:
 - Review of the 2015 Parks and Recreation Master Plan
 - Create Public Awareness regarding said Parks and Recreation Master Plan to educate the public on some of the information so when canvassing the public is aware of what is being asked or discussed.
 - The 2035 General Plan is also coming up on review. **Interim Director Paul Frie** notes that these two plans can be worked on together considering the Department has a chapter in the General Plan.
- **Community Member Vicki DeLuzio** offered her services to help inform the public of future meetings and discussions given her reach.

OTHER BUSINESS

Other Business and Future Agenda Items

- **Commissioner Raymond Grim** would like a future item on the updating of Vicki DeLuzio's concerns regarding the issues at Dick McComb Park. Noting a possible discussion with the Police Department and coming up with some solutions to resolve these issues.
 - **Interim Director Paul Frie notes a program in place in which Police can come in and give an update.**
- **Commissioner Grim** would like a follow-up on the Dog Park as they relate to issues such as the rocks, trees, and as it relates to future plans/the 2015 Parks and Recreation Master Plan.
- **Commissioner Mark Brown** was absent from the June 2021 meeting. This would be his third missed consecutive meeting (February and April). After a Parks Department staff discussions with the City Attorney's office, based on the City Code (Section 2-295(8) & Section 2-60(c)) which states it is the determination of the Board Chair to mark the individual as excused or unexcused. This was presented by Department staff to Chair Wayne Turner for him to make his determination. **Chair Wayne Turner** deemed **Commissioner Mark Brown's** absences as "excused" citing preventative COVID-19 sickness as reason enough to warrant an excused absence. **Commissioner Mark Brown** will not face any penalties concerning his absences.

ADJOURNMENT

Commissioner Charlie Woodland made a motion to adjourn the meeting of June 28th, 2021; **Commissioner Patricia Blaisedell** seconded it, 5 yes votes. Motion carried.

Wayne Turner Chair, Parks and Recreation Advisory Commission

ATTEST:

Frank D'Andrea, Administrative Specialist
Parks & Recreation Department

CERTIFICATION:

I, Frank D'Andrea, Administrative Specialist for City of Surprise Parks and Recreation Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Parks & Recreation Advisory Commission meeting held on June 28th, 2021.

Frank D'Andrea, Administrative Specialist
Parks & Recreation Department



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations:

Contact Person:
District: Citywide

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

Agenda Wording:

Dick McComb Park update from PD.

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. Klarkowski Skate Park 8-23-21



Surprise Farms Skate Park Update

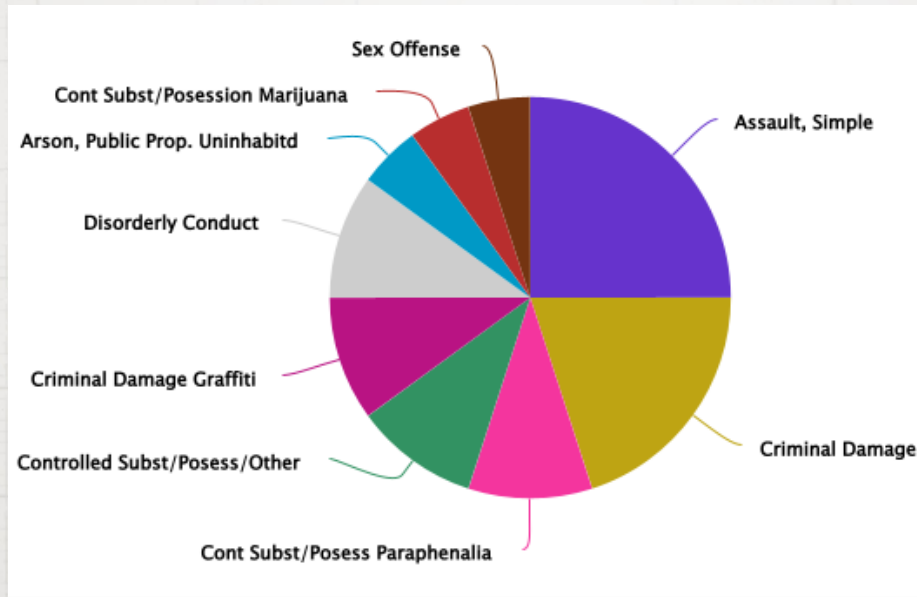
Lieutenant Tim Klarkowski

8/23/2021

Year to Date Crimes



- Total of 20 reported crimes year to date
 - Approximately one crime every 11.75 days



Breakdown of Criminal Activity



- Only 15 of the 20 reported crimes were substantiated
 - 3 criminal damage incidents
 - 2 graffiti incidents
 - 1 arson
 - Juvenile male lit two roles of toilet paper on fire
 - 1 sex offense was reported at this location
 - Sex offense occurred at a home in the neighborhood and the juvenile victim fled the home, meeting officers at the park

Breakdown of Criminal Activity



– 4 assaults

- 3 involving juveniles fighting
- 1 involving adults fighting
- 2 arrests made

– 5 drugs incidents

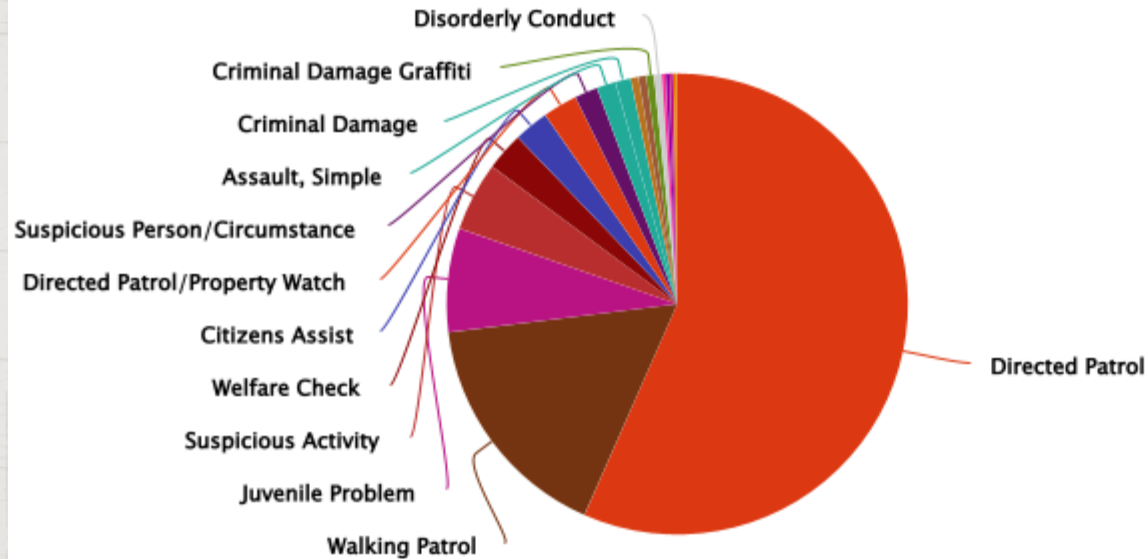
- Two incidents were juveniles with drug paraphernalia
- One incident was an adult with drug paraphernalia
- One incident was a juvenile with marijuana
- One incident was an adult with mushrooms

Total Activity



- 373 total incidents generated at the Skate Park so far this year
 - Approximately 87% of them are non-criminal in nature
 - Approximately 4% are substantiated crimes
 - More than 75% of all incidents were proactive patrols by YOUR Surprise Police Department

Total Activity

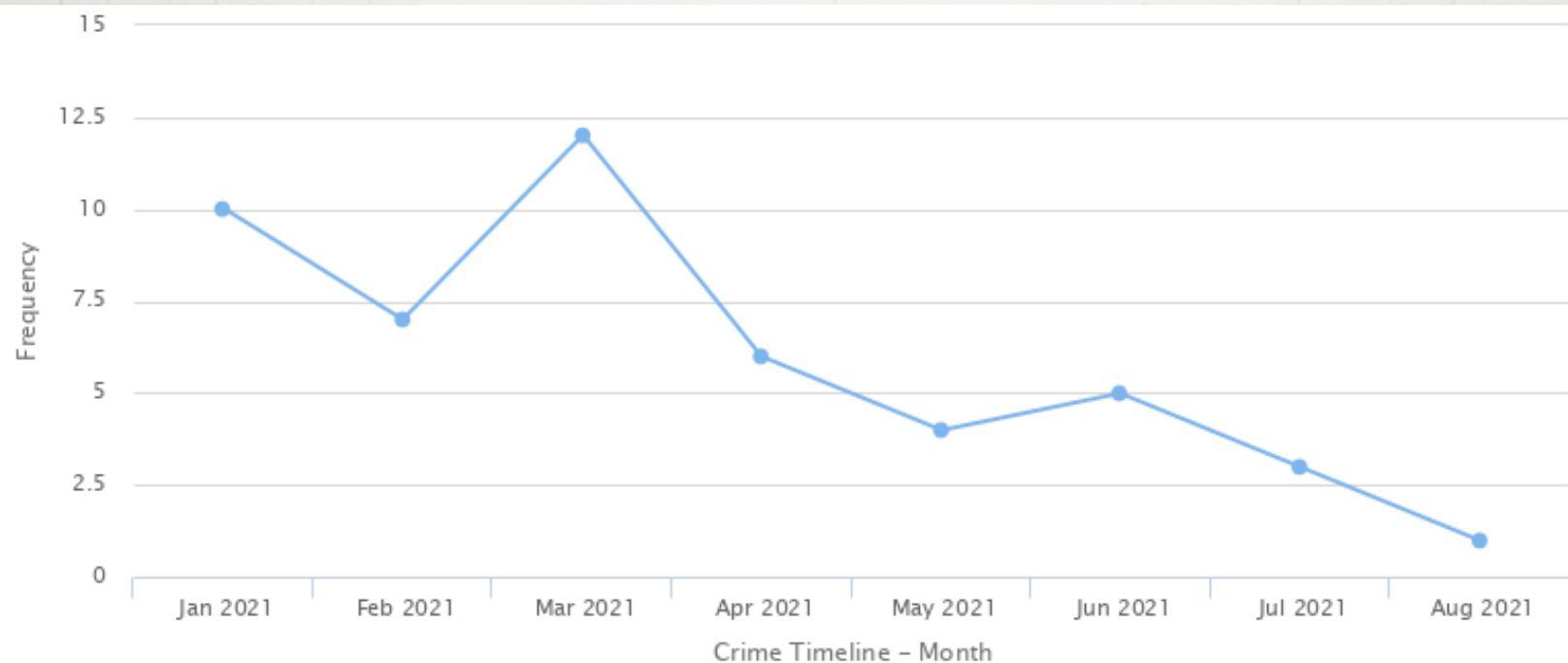


Proactive Efforts



- Bicycle patrols
- Officer presence during high activity times
- New camera systems
- Additional communication between PD and Parks/Rec staff
- Bike patrols and extra officer presence started in April of 2021

Results





Comments & Questions

Thank you!



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations:

Contact Person:
District: Citywide

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

Agenda Wording:

Introduction of new Parks & Recreation Director, Holly Osborn.

Motion:

Background:

Holly Osborn was selected as the new Parks & Recreation Director in late June. Holly, who most recently worked in the Finance Department, returns to the Parks & Recreation Department where she originally began her career with the City.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations:

Contact Person:
District: Citywide

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

Provide update on design and Construction Management at Risk award for improvements at Surprise Community Park.

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations:

Contact Person:
District: Citywide

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

Agenda Wording:

Provide update on proposed design and Construction Management at Risk award for Countryside Park.

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

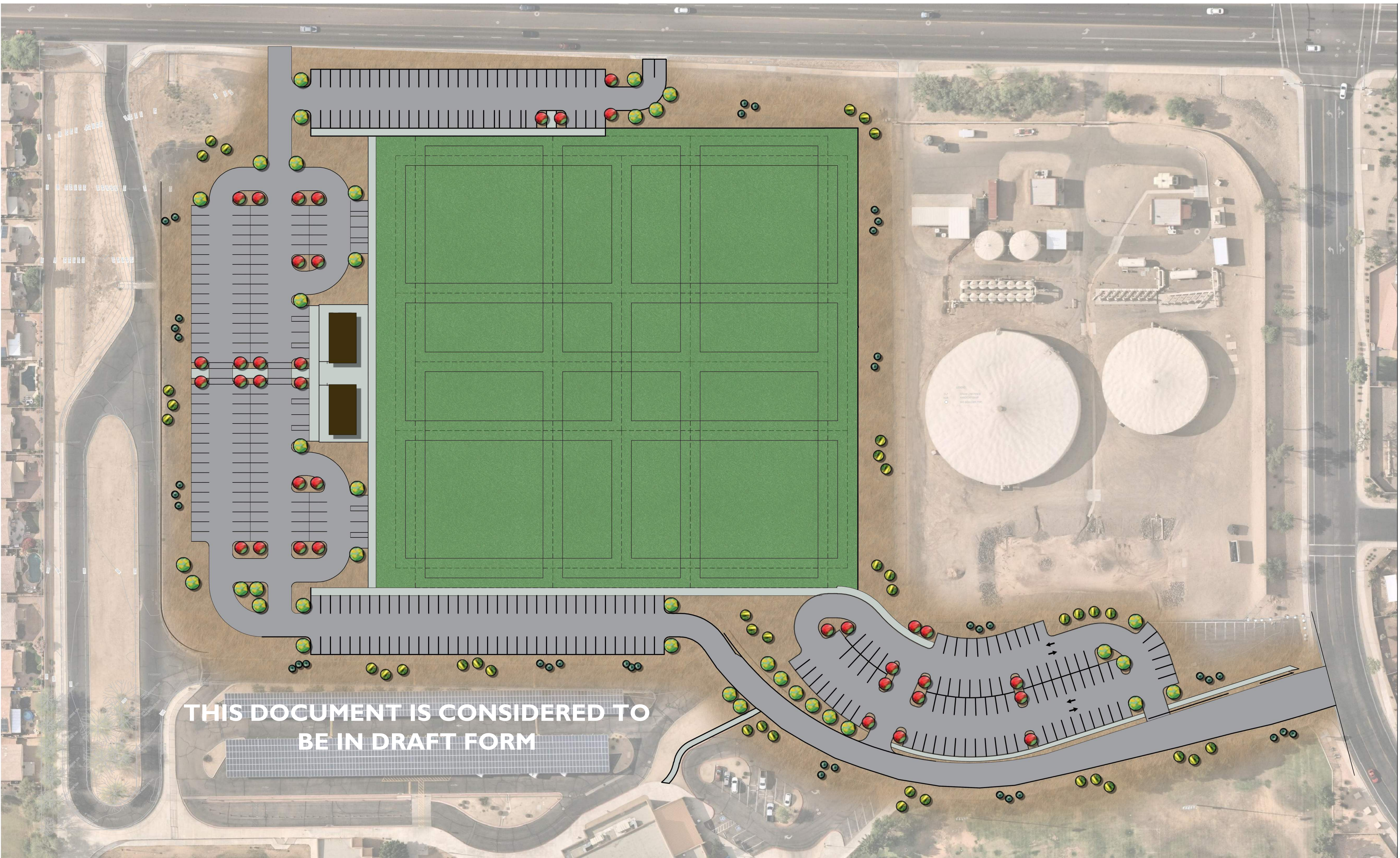
1. 1 & 10 Countryside Park Concepts 6-28-2021
-



CONCEPT ONE
SUPRISE, AZ

COUNTRYSIDE PARK
JUNE 2021

Kimley»Horn



THIS DOCUMENT IS CONSIDERED TO
BE IN DRAFT FORM



CONCEPT TEN
SUPRISE, AZ

COUNTRYSIDE PARK
JUNE 2021



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations: None

Contact Person:
District: Citywide

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

Agenda Wording:

Provide update on dog park conditions.

Motion:

This is a discussion item only. No motions shall be made.

Background:

This has been an ongoing discussion between members of the public and staff in the last few Parks & Recreation commission board.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations: None

Contact Person:
District: Citywide

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

Agenda Wording:

Discussion pertaining to 2015 Parks and Recreation Master Plan.

Motion:

This is a discussion item only.

Background:

Commissioner Bill Pupo motioned for a future agenda item to discuss the 2015 Parks and Recreation Master Plan at the 4-26-2021 Parks and Recreation Advisory Commission meeting. This item was re-added due to Mr. Pupo's absence at the 6-28-2021 meeting.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
Parks and Recreation Advisory Commission
Meeting

Council Meeting Date: August 23, 2021
Submitting Department: Parks and Recreation
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Discussion on options to recognize former Commission member Charlie Woodland who passed away recently.

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:
