

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

Meeting Minutes

Monday, October 25, 2021 @ 6:00 PM

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

CALL TO ORDER

A. Roll Call

- Members: Chair Wayne Turner, Vice Chair Ron Jensen, Raymond Grim, Mark Brown, Bill Pupo, and Patricia Blaisdell
- City Staff: Director Holly Osborn, Administrative Specialist Frank D'Andrea

B. Pledge of Allegiance

C. Current Events Reports

- **Commissioner Patricia Blaisdell** would like to congratulate the Department on the City of Surprise Adaptive Program for their Outstanding Program award received from the Arizona Parks & Recreation Association.

D. Staff Reports

- **General Note: The staff was experiencing some technical difficulties (minutes 2:00-6:00 if listening to digital recording)**
- **Director Holly Osborn** reports on the following items:
 - Department Reorganization
 - These changes were made to match the needs each division required.
 - Business Services will now report directly to the Director of the Department.
 - A new "Recreation" Program Division was created which will include Camps, Tot Time, Summer Camp, Teen Programs & Services; Special Events, Tennis & Aquatics will now be together; Sports remains unchanged.
 - Personnel opportunities and changes include the following:
 - Removal of the Financial Support Supervisor position within the Department. This was done in an effort to create a new Recreation Supervisor position in the new "Recreation" Program Division.
 - The Department also absorbed the Youth Service Coordinator(s) from Human Services & Vitality Department.
 - Parks & Recreation has re-obtained the Tennis & Racquet Complex Manager who worked underneath Sports & Tourism since the two Departments split.
 - Created three (3) new full-time employees through conversion of Part-Time hours:
 - Groundskeeper/Pool Maintenance Hybrid Position

- This position will work in the Parks during the offseason of Aquatics, with the majority of their focus on Aquatics during the Aquatics season.
 - Youth League Sports Specialist
 - Youth Services Specialist
 - Recreation Coordinators were moved from Hourly to Salary
 - Current Events
 - Fiesta Grande saw approximately 6,500 attendee's
 - **Commissioner Patricia Blaisdell** complimented the Department after having attended the event.
 - Veteran's Day Parade is seeking three (3) judges: **Chair Wayne Turner**, **Vice Chair Ron Jensen**, and **Commissioner Bill Pupo** (volunteered) will serve as judges.
 - **Chair Wayne Turner** suggested pre-judging the entries prior to the participants going through the parade.
 - Animal Feeding Ordinance Amendment
 - **General Note: This item was discussed internally about whether or not to include as an official agenda item. Given the deadline of agenda items being included, as well as the recent actions being taken on this from the Department, it was moved to a Staff Report. Administrative Specialist Frank D'Andrea emailed the Board in advance to provide transparency for why the Department decided to include this as a Staff Report, and not an Agenda Item.**
 - Director Holly Osborn is conducting a work session with City Council to change the City ordinance to include not feeding wild animals in public.
 - Potential concerns include animals losing fear of humans, become aggressive, potential disease, and damage to structures.
 - Since this is currently not an enforceable offense, the Department would like to make it so should it become an issue.
 - **Vice Chair Ron Jensen** stated this to be a good idea.
 - **Commissioner Raymond Grim** suggested that this should have instead been an agenda item to vote on to take a vote to bring to City Council.
 - **Chair Wayne Turner** explains the timing in which agenda items need to be finalized.
 - **Director Holly Osborn** explains that though this was not an agenda item, the Department wanted to include the Board.
 - **Commissioner Bill Pupo asks what other cities have taken this action:**
 - **Director Holly Osborn** explains how City of Phoenix made it illegal everywhere; City of Glendale and City of Peoria.
 - **Administrative Specialist Frank D'Andrea** mentions City of Mesa having taken similar action.
 - **Commissioner Mark Brown** commended the Department for being proactive on their approach, and shared a similar situation a family member of his experiences in Florida.
 - **Commissioner Bill Pupo** asks how defined this ordinance will be, and suggests that this ordinance could be done citywide with some examples being the solar issues that residents face with pigeons, as well as determine what is attracting these nuisances.
 - **Director Holly Osborn** re-states that the Department and City Council will be conducting a work session regarding this action first, but is open to pushing this issue further. She also states that this ordinance will be written in a way to cover all wild animals.
 - **Commissioner Bill Pupo** asks if Park Rangers can write citations, and whether or not these infractions would be considered criminal or civil.
 - **Director Holly Osborn** states that this would be considered a civil infraction and that Park Rangers should have the ability to write these

citations, if not, they should reach out to the Police in which they report.

- **Commissioner Patricia Blaidell** comments that City of Phoenix Park Rangers, who she works with in her own employment, can write citations.
 - **Director Holly Osborn** believes that the City of Surprise Park Rangers should then be able to as well, while also noting the City added another Park Ranger to its staff.
- **Commissioner Bill Pupo** suggests the use of Community Services Officer to write citations for these infractions.
 - **Director Holly Osborn** mentions that the Department is working with the Police Department on their Park Ranger Program to best figure out the reporting of issues.
- **Commissioner Bill Pupo** suggest a potential change to the Building Code in regards to the requirement of screening solar paneling in which the City inspects and could potentially minimize the presence of wild animals on rooftops.
- **Commissioner Mark Brown** suggests that if the ordinance is incorporated, that a high police presence for a period of time could help create awareness of the ordinance with a potential residual effect to deter the defying of the ordinance.

CALL TO THE PUBLIC / PARKS & RECREATION ADVISORY COMMISSION

- **Chair Wayne Turner** asks about the status of the Commission's current vacancy on the Board.
 - **Director Holly Osborn** suggests that it should be posted, but is unsure when interviews will be conducted
 - **Commissioner Raymond Grim** confirms that the position is currently filled.

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 August 23, 2021.

- Commissioner Raymond Grim points out that the minutes part of the packet provided featured the June 28 minutes, not the August 23 minutes.
- At the next meeting, the Board will need to approve both the August 23 and October 25 meeting minutes.

Item 2 – Citywide – Presentation on Capital Improvement Projects in relation to the 2015 Master Plan Discussion.

- **Director Holly Osborn** reports on this item. Some of the highlights include the following:

- The Master Plan explains what the City needs in order to fulfill the open space needs for Parks, Facilities, etc. The goal is improve resident quality of life, promote active recreation, provide park connectivity, and pursue opportunities to acquire new parks, activities, etc. The document covers also defines what the City of Surprise wants their Parks System to be.
- The City of Surprise offers approximately 300-acres of Park Space – including the Surprise Recreation Campus (operated and maintained by the Sports & Tourism Department).
 - **Commissioner Bill Pupo** wants clarification that the Parks & Recreation Department does not maintain the Surprise Recreation Campus.
 - **Director Holly Osborn** confirms that this area is operated and maintained by the Sports & Tourism Department; however, Parks & Recreation does program the space.
- **Chair Wayne Turner** asks about the future involvement of the Department with “Pocket Parks” (these are Parks often found in neighborhoods – typically maintained by HOA’s).
 - **Director Holly Osborn** suggests that it is unlikely for the Parks & Recreation Department to take over the maintenance of these types of Parks. However, there are some opportunities to take over some Parks based mostly on uniqueness (Programmable, Rentable, etc.)
- **Director Holly Osborn** reviews some projections regarding park space based on estimated populations:
 - Based on the Master Plan, the City of Surprise will need approximately 1200 acres of public park space by 2023 with ramada’s, pickleball courts, tennis courts, etc. being included.
 - **Director Holly Osborn** noted that she is only interpreting what the Master Plan says, but could be off on some details having not been involved with the process (the Master Plan was implemented in 2015).
 - The Master Plan recommends the following:
 - (3) Aquatic Centers
 - (3) New Recreation Centers
 - Due to the ongoing partnership with Ottawa University, that can count as one (1) Recreation Center.
 - (2) Libraries
 - **Director Holly Osborn** concludes that the Department will need more to match the needs per 1,000 members of the community.
- **Director Holly Osborn** mentions that several items of the Master Plan can only be achieved based on if the appropriate funding is available.
 - Funding considerations have included or include the following:
 - 2016 Bond Initiative was not passed by voters
 - Most Departments, along with Parks & Recreation have either Master Plan or Strategic Plan
 - **Director Holly Osborn** concludes that the Master Plan does not set forth a funding strategy to obtain the items needed.
- **Commissioner Bill Pupo** asks about public-private partnerships.
 - **Director Holly Osborn** responds that the Department is not pursuing these opportunities.
- **Commissioner Bill Pupo** asks if there is a Financial Master Plan.
 - **Director Holly Osborn** responds that there is not a Financial Master Plan.
- **Commissioner Bill Pupo** is concerned that the growth of the City has outgrown the amenities that the City currently offers thus potentially creating a false sense of excitement for potential amenities.

- **Director Holly Osborn** mentions one of her goal to clean up the current CIP (Capital Improvement Projects)
- **Commissioner Bill Pupo** states that City Management and Council should be more transparent about financial plans related to different areas of the City.
- **Commissioner Holly Osborn** mentions that \$6.9 million has been invested into Surprise Parks, which include other small projects, lights at tennis courts, renovations at the aquatic center, Asante Library build, and the Ottawa University developed partnership.
- **Commissioner Bill Pupo** suggests a possible partnership with the school district to light their fields for the City to utilize.
- **Director Holly Osborn** presents on funding sources and what was funded which included the following:
 - Development Impact Fees
 - General Capital & General Fund
 - Grants & Bonds
 - City Council has put approximately \$25 million investment into the Parks
- **Director Holly Osborn** feels that there is a push for more Parks from City Council.
- **Director Holly Osborn** mentions that the City still owes \$4 million on Asante Park, which is paid through Impact Fees.
 - **Commissioner Raymond Grim** asks if Desert Oasis Development Impact Fees pays for Asante Park
 - **Director Holly Osborn** confirms that yes; those new residents impact fee goes to Asante Park.
 - **Commissioner Ron Jensen** asks about the restrictions regarding Impact Fees.
 - **Director Holly Osborn** lists the restrictions, which include using the fee within 10-years, parks more that 25-acres cannot utilize impact fees, aquatic centers, as opposed to community pools, cannot utilize impact fees. **Director Holly Osborn** concluded that though they are useful, they are very restricted.
 - **Commissioner Raymond Grim** asks if there is a percentage that goes to Parks & Recreation and other recipients of Impact Fees.
 - **Director Holly Osborn** mentions that each recipient is individually calculated and independent from each other. (For example, because Parks & Recreation receives a certain amount that does not mean Water's amount is impacted).
 - **Commissioner Raymond Grim** asks for clarification given how behind Parks Services are currently, does this limit the amount to be asked from Impact Fees.
 - **Director Holly Osborn** confirms that this is correct.
- **Commissioner Bill Pupo** thinks that the City Council needs to have a discussion regarding funding outside of Impact Fees.
- **Director Holly Osborn** discusses both GEO Bonds and Revenue Bonds.
- **Commissioner Bill Pupo** asks if there are funding sources that the City is not using such as food tax.
 - **Director Holly Osborn** says there are probably multiple ways in which to raise funds.
 - **Chair Wayne Turner** mentions that when some of these alternative funding strategies were brought up in the past, they were met with opposition.
- **Director Holly Osborn** presents on the Countryside Park Project.
 - **Director Holly Osborn** mentions that the budgeted amount was \$5.2 million, with the construction estimate coming back at nearly double that amount.

- **Director Holly Osborn** admits that though this estimate did come back at a much higher amount, she does feel like the development of this Park is the best opportunity for the Department at this time.
- **Commissioner Bill Pupo** brings up again the possibility to light fields such as the school district fields.
- **Commissioner Patricia Blaisdell asks if the City received any ARPA funding.**
 - **Director Holly Osborn** says the City will receive a total of approximately \$15 million between 2021-2022.
 - **Commissioner Patricia Blaisdell** asks if there is any discussion between the school district and the City to utilize both their and the City's ARPA Funds.
 - **Director Holly Osborn** mentions that there is a possibility to use ARPA Funding for Parks based on the restrictions related to COVID-19 such as indoor limitations.
- **Commissioner Bill Pupo** what the status of this project is (go or no-go date).
 - **Director Holly Osborn** mentions that the Department is still in the design phase.
- **Commissioner Bill Pupo** asks what the Parks & Recreation Advisory Boards role will be in the Countryside Park project.
 - **Chair Wayne Turner** responds that generally Council will ask the Board to vote on whether or not to proceed.
 - **Commissioner Bill Pupo** mentions that City Council has not asked the Board for advice.
- **Commissioner Mark Brown** suggest becoming proactive towards the Council by presenting a plan to potentially implement an agenda.
 - **Chair Wayne Turner** mentions that this was the type of process involved with the Master Plan.
 - **Commissioner Bill Pupo** mentions that the public expectations from Parks & Recreation may have changed since the Master Plan was developed and that a potential resolution should take some time to develop.
 - **Director Holly Osborn** mentions that she would like to become more familiar with the role in which the Parks & Recreation Advisory Board plays.
- **Chair Wayne Turner and Commissioner Raymond Grim** suggests that City Council alternative funding sources for the Master Plan.
 - **Director Holly Osborn** suggests moving to update the Master Plan to make it an official agenda item for Council.
- **Commissioner Bill Pupo** thinks that there needs to be public outreach to educate the public on what is in the Master Plan with the caveat that City Council wants the Parks & Recreation Advisory Board.
 - **Chair Wayne Turner** states that given the time passed since the implementation of the Master Plan, there has not been further direction from City Council.
- **Chair Wayne Turner and Commissioner Bill Pupo** were surprised how fast the Countryside Park project materialized.
- **Commissioner Patricia Blaisdell** feels that community outreach, along with cooperation with City Council, is vital for a City to provide a "big picture" for the parks system vision.
- **Director Holly Osborn** restates her desire for this current project given the time already invested and concerns that construction pricing may raise more as more

time passes. This Park could relieve some waiting list issues that the Department currently faces in Youth Sports.

- **Commissioner Bill Pupo** reaffirms that a possible alternative can be utilized to light the school district fields.
- **Vice Chair Ron Jensen** asks about the rental fee with the school district.
- **Director Holly Osborn** states that there is an IGA with the school with that agreement's fee rising.
- **Commissioner Bill Pupo** mentions that the cost of Countryside Park works out to be about \$1 million per acre.
 - **Director Holly Osborn** mentions that new Gaines Park (ballfield) cost about \$1.5 million, a benchmark to use for the cost of a field.
 - **Chair Wayne Turner** clarifies that new Gaines Park (ballfield) was funded through grant money.
- **Commissioner Bill Pupo** asks what the land that the Countryside Park project is located is appraised at.
 - **Director Holly Osborn** estimates \$1.5 million though she states to sell over \$1.5 million that would need to go to a vote.
- **Commissioner Bill Pupo** restates his idea to cover more turf through use of the school district fields.
 - **Chair Wayne Turner** raises a concern that the school district fields are not in the great shape.
 - **Commissioner Bill Pupo** states that City of Peoria already experiences that issue, and that it is not feasible to afford that type of Spring Training field type quality for all fields.
- **Commissioner Raymond Grim** states that the City should move forward with the Countryside Park project.
 - **Commissioner Bill Pupo** states that he is not opposed to this project, but worries about the cost continuing to go up.
 - **Director Holly Osborn** agrees that the price is high, and that she is working to bring that price down noting that one of the bigger costs is moving the water line with the caveat that it would pay for itself in 8-years, though in the short-term it raises the cost.
- **Commissioner Bill Pupo** restates the desire for a sub-committee between the City Council and Advisory Board to figure out how the Board can assist in the decision-making: funding strategies, community outreach, personal opinion.
 - **Commissioner Mark Brown** suggests that it could be time for Council to revisit the Master Plan.
 - **Commissioner Bill Pupo** states that he is just seeking direction from City Council.
 - **Commissioner Raymond Grim** states that City Council wants more Parks and that if the Board is going to present something, they should start focusing on that.
 - **Chair Wayne Turner** agrees with the subcommittee idea to figure out where each entity's vision is and how to work with the two.
- **Director Holly Osborn** continues to present with future goals including:
 - Funding for Countryside Park
 - Funding for Community Pool (Design)
 - Asset Replacement
 - Sierra Montana improvements (lighting)
 - Flood control land on Bell Rd. & Sun Valley Parkway

- Holiday Lights expansion
- **Commissioner Raymond Grim** brings up a previous item he wanted on this meeting's agenda that included a presentation from the Community Development team regarding the City's trails system and how there are areas designated for both a regional and community path. However, there are plans regarding homes developed in the area. Raymond's ultimate question is whether or not these developers are working around the trails designated for that area and, if not, why they are not.
 - **Chair Wayne Turner** recalls that when the plan was implemented, Community Development should have received a copy of the plan to keep in mind the areas designated for the trail.
 - **Director Holly Osborn** explains that both the General Plan and Master Plan were done at the same time with the washes being considered within the Plan. Holly says that she will have a representative available for a presentation and to answer questions on this concern.

Item 3 – Internal – Additional consideration and action pertaining to approval of nominees for the 2022 Surprise Recreation Campus Hall of Fame.

- **Chair Wayne Turner** explains how this board nominates and inducts members outside of the Texas Rangers and Kansas City Royals into the Hall of Fame.
- **Chair Wayne Turner** discusses the recent passing of Joe Kennedy, a former Baseball Maintenance Manager, to be possibly be considered as a Hall of Fame inductee.
 - **Commissioner Raymond Grim** asks for clarification on how Joe Kennedy would fit the criteria.
 - It was determined that Joe Kennedy would fall under Eligibility Item B "City of Surprise Civic Leaders, Administrators, Staff, and Volunteers".
 - **Commissioners Bill Pupo** requested time to consider the nomination of Joe Kennedy.
 - **Commissioner Raymond Grim** states that the Board should strive to nominate individuals prior to their passing, and would like to request more time to consider Joe Kennedy's nomination.
 - **Chair Wayne Turner** responds how most of those that were originally part of getting the Surprise Stadium and Surprise Recreation Campus up and running are not around anymore.
 - **Commissioner Mark Brown** mentions that he would abstain from voting yes or no on the induction.
 - **Chair Wayne Turner** made a motion to table the discussion to the following year for discussion (October 2022); Commissioner Pupo seconded, six yes votes. Motion carried.
- **Commissioner Mark Brown** would like to discuss the possible inclusion of the Kansas City Monarchs (Negro Baseball League) as part of the Kansas City Royals eligibility list.
 - Commissioner Raymond Grim raises a point that the Monarchs were not part of Spring Training (what Surprise Stadium is most known for).
 - It was further discussed that given the eligibility list; the Negro Baseball League is actually recognized by Major League Baseball when it comes to awards and things like the Hall of Fame, so technically, an induction could take place based on the current Surprise Recreation Campus Hall of Fame criteria.
- **Commissioner Raymond Grim** starts discussing the possible induction of Charlie Woodland, who recently passed away. **Commissioner Grim** highlighted his involvement as a volunteer with the City – specifically in the Youth Sports areas.

- **Chair Wayne Turner** would like to emphasize the volunteer aspect of the eligibility list as it relates to the Hall of Fame – with the possibility of coming up with a separate recognition for individuals such as volunteer coaches.
 - **Commissioner Bill Pupo** agrees about holding the volunteer inductees to a certain exclusivity bringing up Charlie Woodland's own experience as a volunteer related to the stadium for former Community Services Director Mark Corronado.
- **Commissioner Raymond Grim** made a motion to induct Charlie Woodland into the Surprise Recreation Campus Hall of Fame; Vice Chair Ron Jensen seconded six yes votes. Motion carried.
- The Board, as well as **Administrative Specialist Frank D'Andrea** took a few moments to share stories regarding Mr. Charlie Woodland.

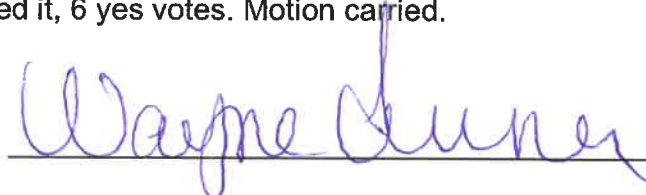
OTHER BUSINESS

Other Business and Future Agenda Items

- **Commissioner Mark Brown** would like to form a sub-committee with members of both the Parks & Recreation Advisory Board, as well as members of City Council.
- **Commissioner Raymond Grim** would like to have a discussion item with a representative from the Community Development team regarding the current plan for the trails system.

ADJOURNMENT

Commissioner Raymond Grim made a motion to adjourn the meeting of August 23, 2021; **Commissioner Bill Pupo** seconded it, 6 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 August 23th, 2021.

A handwritten signature in dark ink, appearing to read 'Frank D'Andrea', is written over a horizontal line.

Frank D'Andrea, Administrative Specialist
Parks & Recreation Department