

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

Meeting Minutes

Monday, August 23, 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, Mark Brown, Bill Pupo, and Patricia Blaisdell
- City Staff: Director Holly Osborn, Assistant Director Paul Frie, and Division Manager Marla Babb, Todd Wuellner, Ian Campbell

B. Pledge of Allegiance

C. Current Events Reports

- **Commission member Raymond Grim** mentioned how he went and watched a Youth Basketball League game and praised both the City staff and officiating noting how referee had interacted with players in a positive way. He also took this moment to praise **Charlie Woodland** and his ability to coach players when he was coaching within the City's programs.
- **Commissioner Patricia Blaisdell** praised the Surprise Tennis & Racquet Complex and how they responded to the recent storms in relation to communicating and keeping guests safe.
- **Commissioner Bill Pupo** thanked **Assistant Director Paul Frie** for filling in the interim role prior to **Holly Osborn** being named **Director**. **Mr. Pupo** also wanted to acknowledge his relationship with **Charlie Woodland**.
- **Vice Chair Ron Jensen** wanted to thank the Parks & Recreation Department for their assistance in putting on the dedication held for **Charlie Woodland** at Surprise Stadium on Saturday, August 7th. (Editor Note: Sports & Tourism also assisted in the dedication). **Mr. Jensen** also commented on **Charlie Woodland's** service held. **Mr. Jensen** also wanted to welcome new **Director, Holly Osborn**.
- **Chair Wayne Turner** took a moment to thank **Assistant Director Paul Frie** for filling in the interim role, while also welcoming new **Director Holly Osborn** to the Department. He also took a few moments to discuss **Charlie Woodland** describing his friendship with the community.

D. Staff Reports

- **Assistant Director Paul Frie** reports on the following:
 - Sundays in the Park return with dates on Sept. 19, Oct. 17, Nov. 7th featuring live music
 - Fiesta Grande is Oct. 9
 - **Mr. Frie** wanted to mention the additional teams in Youth Sports in which we have seen a significant increase, and wanted to praise the staff that is running those programs.
 - **Commission member Bill Pupo** asked why the Department is running three (3) sports leagues at the same time. (editor note: the department, prior to COVID-19, only held two [2] youth sports leagues in the fall)
 - **Mr. Frie** answered that due to the potential worsening of the COVID situation paired up with Flu season; the Department made the decision to get the bigger sports such as soccer done prior to what would be flu season. He also indicated that they would like to have both an outdoor and indoor youth sports option.
 - **Commission member** inquires about opportunities at Ottawa University.
 - **Both Director Holly Osborn, and Assistant Director Paul Frie** respond with the current adult sports opportunities, as well as the Special Interest Classes.
 - **Mr. Frie**, later, mentioned two (2) new Special Interest Classes starting soon, “Slackline” and “Adulting for Teens”.
 - **Mr. Frie** took the time to introduce **Mr. Ian Campbell**, the new Parks Maintenance & Operations Supervisor.
- **Mr. Ian Campbell** took a few moments to introduce himself; Ian, a resident of Surprise already, brings with him 20-years of experience from the City of Peoria.

CALL TO THE PUBLIC

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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 June, 28, 2021.

- **Vice Chair Ron Jensen** made the motion to approve June 28, 2021 minutes, **Commission member Raymond Grim** seconds; 6 yes votes. Motion passed.

Item 2 – Citywide – Dick McComb Park update from PD.

- **Lt. Tim Klarkowski** of City of Surprise Police Department presented on this item.
 - **Lt. Klarkowski** took a moment to “echo the positive commentary” regarding the Parks & Recreation Department programs including youth sports and swim lessons. He also praised the “mind-blowing” amount of services that the department offers.

- **Lt. Evan Becher joined Lt. Klarkowski;** Lt. Klarkowski was the former Lieutenant in the Dick McComb/Surprise farms area in which Lt. Evan Becher will be taking over.
- **Lt. Klarkowski** notes that year-to-date (Monday, August 23rd) there have been twenty (20) crimes reported which is equivalent to about one (1) crime per 11.75 days.
 - Crimes have included simple assaults (fights between two groups or two individuals), criminal damage to facilities, drug offenses and paraphernalia, arson, and a sex offense.
 - Of the twenty (20) reported criminal incidents, PD was only able to substantiate fifteen (15) of them including:
 - Three (3) of the criminal damage incidents
 - Two (2) graffiti incidents
 - One (1) arson in which the individual was referred for charges
 - One (1) sex offense occurred in a home nearby the park.
 - Four (4) assaults, three (3) of which involved juveniles, while one (1) involved adults. Of those four (4), arrests were made on two (2) of them.
 - Five (5) drug incidents; two (2) involved juveniles with drug paraphernalia, one (1) adult with drug paraphernalia, one (1) juvenile with marijuana, and one (1) adult with shrooms.
 - Total Activity: 373 total incidents (times that officers have physically gone out to the skate park)
 - 87% are “non-criminal in nature”
 - 4% are “substantiated crimes”
 - Most of the calls taken are officer initiated, or are found to be non-substantiated
 - More than 75% were “proactive patrols” by Surprise Police Department.
 - Proactive Efforts involve bicycle patrols (bike patrols and extra officer presence started in April 2021), officer presence during high activity times, new camera systems, additional communication between Police and Parks & Recreation
 - Results from January-August 2021 included an increase in March 2021, but has steadily decreased.
- **Commissioner Raymond Grim** brings up concerns from social media regarding Surprise Police Department not documenting all crimes to keep crime statistics down.
 - **Lt. Klarkowski** says this is “unequivocally false”, and explains the process in which mandated by law that if there is a crime that is substantiated, Surprise Police Department is required to report to two systems in which the Federal Bureau of Investigation oversees. For example, some of the assaults that went unsolved were still documented as crimes.
- **Commissioner Raymond Grim** inquires about the “373 total incidents” and how that number is generated:
 - **Lt. Klarkowski** explains that among the many patrols, there are two main ones in this instance: “general patrol” and “directed patrols” (going somewhere specifically).
- **Commission member Mark Brown** asks about sending officers to specific sites and if that puts a strain on Police workforce.
 - **Lt. Klarkowski** ensures that there is not a strain, and that their system is fluid enough to not only respond to high volume areas (working on reports at the skate park for example), but also patrol in other areas too.
- **Commission member Bill Pupo** asks about the individuals in which Police have come into contact with if they are from the Surprise Farms area
 - **Lt. Klarkowski** says it is a “mixed bag” where individuals comes from different areas of Surprise as well as other Cities.

- **Commission member Bill Pupo** asks how has this initiative aided the community in the areas impacted
 - **Lt. Klarkowski** mentions how Surprise PD will go to HOA meetings to give updates on crimes, activities, etc. with their most recent meeting at Surprise Farms 3 Association being met with positive feedback.
- **Vice Chair Ron Jensen** made a comment on how when building the skate park at Dick McComb Park, that it was anticipated that people from other communities would come to use the amenities
 - **Lt. Klarkowski** mentions how when there is an activity that appeals to the youth with minimal to no supervision, then there is a greater chance for some incidents to occur.
- **Commission member Mark Brown** asks when the high volume of calls come in for that location.
 - **Lt. Klarkowski** says that between 5-7 p.m. is the high volume time.
- **Commission member Raymond Grim** asks if there is a way to facilitate different age groups from using amenities
 - **Mr. Frie** responds that since it is a passive park/an amenity, there is not really an influence the department can have as far as specific usage. Mr. Frie did mention the Park Ranger program as well in which the now two (2) Park Rangers are instructed to make their presence known in these areas.
 - **Lt. Klarkowski** notes that Park Rangers are specifically instructed to be at these high volume areas during closing hours.
- **Commission member Bill Pupo** asks how Dick McComb Park compares to other parks as far as activity, incidents, crimes, etc.
 - **Lt. Klarkowski** states there are more reports of criminal activity at Dick McComb Park.
- **Chair Wayne Turner** asks if there are any comparisons to other municipal parks such as El Mirage or Goodyear.
 - **Lt. Klarkowski** says that he feels that at this time there is not a need for an assessment, as it is not an “apples-to-apples” comparison.
 - Director Holly Osborn mentioned the location of Dick McComb in relation to local schools, and the placement of the park within walking distance of these schools.

Item 3 – Citywide – Introduction of new Parks & Recreation Director, Holly Osborn.

- **New City of Surprise Parks & Recreation Department Director, Holly Osborn**, introduces herself to the Boards & Commissions members. Some of Ms. Osborn’s background includes her early days at the age of 16 becoming a lifeguard, serving on student council, student government, etc. She holds two (2) degrees, a Bachelor’s in Recreation Management, and then Master’s in Business Administration. Her first experience with Surprise involved selling Spring Training tickets, after which she branched into programming like youth camps, outdoor recreation, teen events, and aquatics. She was around for both the Hollyhock Pool and Sierra Montana Recreation Center builds. After nearly 12-years in the Parks & Recreation Department, Ms. Osborn moved to the Finance Department for a few years in which we took on several projects, including, but not limited to: implementation of a new financial system software, overseeing budget and procurement processes, special revenues, asset replacements, overseeing capital improvements structures, as well as presenting to council. Ms. Osborn notes that Surprise is home, mentioning that her kids have gone through the Department’s programs, services, and events.

Item 4 – Citywide – Provide update on design and Construction Management at Risk award for improvements at Surprise Community Park.

- **Assistant Director Paul Frie presents on the following points:**
 - Amenities that could be updated include new parking lot, restroom, lighting, lake edge, and/or Dog Park.
 - Contract was awarded to Hunter Construction (some prior experience from them includes Paloma Park in Peoria, as well as the Goodyear Recreation Campus)
 - More updates will be made available when costs and other decisions are made.

Item 5 – Citywide – Provide update on proposed design and Construction Management at Risk award for Countryside Park.

- **Assistant Director Paul Frie presents on the following points:**
 - **Mr. Frie** notes the “great partnership” between the City, Kimley-Horn, and the two construction companies that have experience working with Kimley-Horn. Willmeng Construction will be taking on this project; their previous experience includes the Phoenix Rising stadium, as well as Fire Station 305.
 - **Mr. Frie** went over some concepts that the Department has been provided with the Boards & Commissions board highlighting some of the features on these concepts.
 - **Mr. Frie** notes that one of the hurdles they are facing is that the only water available is potable water, which has a high-cost. After a meeting with the Maricopa County Water District, the City will be allowed to tap into the water that comes down Reems Road. The City will have to bring the line from Reems/Greenway.
 - The Park will include 6-acres of grass, LED lighting, parking, bus turnaround, and buffers around the park.
- **Director Holly Osborn** mentions that the Department is looking at ways in which to maximize more green space usage. She states that discussions between the Department and the School District have not been supportive.
 - **Commissioner Bill Pupo** asks about the programming hours and how they would conflict with the bus lanes that the school utilizes.
 - **Ms. Osborn** confirmed that programming would take place after school and on weekends.
- **Commissioner Bill Pupo** asks about the movement of traffic direction
 - **Mr. Frie** says that coordination and design would come from the planning department.
- **Commissioner Patricia Blaisdell** asks where the bus lane would be in relation to the entrances of the park
 - **Mr. Frie** points out that the bus lane would be west, with an entrance at both the east and north points of the Park.
- **Commissioner Bill Pupo** mentions how to keep in mind the parking lot situation in which cars could potentially cause tie-ups
 - **Mr. Frie** points out that since COVID, games and activities are staggered a bit and they have found that this helps alleviate both the foot and automobile traffic.
- **Commissioner Bill Pupo** mentions the use of solar shades to potentially offset some costs
 - **Ms. Osborn** states that based on recent research, that solar shade rebates are not as available
 - **Mr. Pupo** says that the Department could look into solar shading in the form of contracting.

Item 6 – Citywide – Provide update on dog park conditions.

- **Parks Division Manager, Todd Wuellner**, reported on the following items:
 - **Mr. Wuellner** noted how “good” he felt the Dog Parks currently looked compared to other municipalities.
 - **Mr. Wuellner** did note that the winter months are always a challenge; noting that the color can be held, along with the cushion of the turf, until about Christmas. However, starting in about October, the grass does start to shut down. It was mentioned that January, February, and March will be challenging months given the weather conditions.
 - **Mr. Wuellner** did address the aerifier (not in possession) issue where due to COVID and with supply chains, places are struggling to maintain inventory and thus shipping delays are expected.
 - **Mr. Wuellner** addressed that outside of high-volume traffic areas, the Dog Park turf is about “95% covered”.
 - **Mr. Wuellner** addressed the discrepancies in signage, where some temporary signage conflicted with the official park signage. These signs were initially put out due to COVID restrictions, guidelines, etc.
 - **Mr. Wuellner** addressed the rocks issue with the curbing and to change it out, the cost would be about \$5-\$7 per square foot cost. He also addressed the process, which would be required to complete such a project.
- **Commissioner Raymond Grim** asks about trees with some roots sticking up that can potentially be a tripping hazard.
 - **Mr. Wuellner** confirmed that these issues do exist, but stated the line between solving the issue in relation to how much damage would be done to the tree. Mr. Wuellner mentioned he would maybe use sand to help with this situation.
- **Commissioner Raymond Grim** asks about trashcans being left to sit without being emptied too long.
 - **Mr. Wuellner** confirmed that this is an issue and that moving those trashcans back is a priority for the Parks Department.
- **Director Holly Osborn** noted that an increase in communication between the Parks Division, Recreation Division, and the community is a top priority and issues that are being pointed out, as this will help department meet the needs of the community.
- **Commissioner Bill Pupo** suggests a possible key cards or code for users to be able to use the Dog Park to help offset costs of maintenance needed to improve amenities.
 - **Ms. Osborn** points out that though there is a need for more funding, but notes that charging users to use amenities could open the door to more negative feedback.
 - **Commissioner Bill Pupo** inquires about other amenities such as pickleball or tennis charging for play
 - **Assistant Director Paul Frie** answers that since Tennis is a programmed facility, they require program fees, however, pickleball courts that are a park amenity such as basketball courts do not require a user fee. **Mr. Frie** also pointed out that research into the fee structure for a dog park key card or code was explored, however at that time (years prior), the cost versus was not feasible. However, Mr. Frie did note that this might be different now.
- **Item 7 – Citywide – Discussion pertaining to the 2015 Parks and Recreation Master Plan.**

- **Director Holly Osborn** presented on this item:
 - **Ms. Osborn** notes how some of the items in the Master Plan have goals that have high dollar amounts attached to them.
 - **Ms. Osborn** would like to revisit the Master Plan, and add some flexibility to it by prioritizing certain goals.
- **Commissioner Raymond Grim** points out how the Department could potentially bring some of the Master Plan goals to the Board to assist with prioritizing what the community wants.
- **Commissioner Bill Pupo** agrees that costs, both operational and capital, should be attached to the items within the master plan. He then asked if a similar structure would be followed in the general plan.
 - **Ms. Osborn** mentions that the City is currently within the beginning stages of the General Plan, therefore no strategy or structure is known quite yet.
- **Commissioner Bill Pupo** would like to have a discussion on the 2015 Master Plan believing that there are good items in that document, and to have a community dialogue to adjust to both the current community and future residents. Mr. Pupo would also like to create more awareness of the Master Plan given the amount of residents that do utilize Parks & Recreation opportunities and whose input is valued by the Department.
 - **Ms. Osborn** agrees that the feedback of the community and other stakeholders is an important community outreach initiative to identify the needs of the community so that when decisions are made (new facilities, programs, etc.) that they are made based on the feedback of the community and other stakeholders.
- **Commissioner Bill Pupo** asks what this discussion looks like moving forward.
 - **Ms. Osborn** would like to present to the Board the Capital Improvement Plan as it relates to the 2015 Master Plan and those items that were/are included. The department also needs to look into what needs to be considered for the budget, what objectives are being hit within the Master Plan, and then what projects follow based on items approved within the budget.
- **Commissioner Mark Brown** suggests that reviewing the 2015 Master Plan could help provide a blueprint or template for the Department to use for Plans. **Mr. Brown** also thinks it would be valuable to have a copy of the 2015 Master Plan in which to start the process.
- **Chair Wayne Turner** suggests that having a copy of the Master Plan could help bring to the public as well to receive feedback on items.
- **Ms. Osborn** notes that the 2015 Master Plan is a good plan still, but the strategies in which to reach those goals in the plan will require other looks at different strategies to accomplish said goals.
- **Commissioner Bill Pupo** would like to have a public participation/community engagement/outreach initiative that reaches out to our “interest groups”
 - **Ms. Osborn** notes that the funding for a professionally conducted community outreach plan would be a Fiscal Year 2023 item, which may deter from the timeline.
 - **Chair Wayne Turner** noted that he thinks having the money available when presenting to the public would be beneficial.
- **Commissioner Bill Pupo** re-iterates that having a professionally done community outreach group to conduct these public meetings could be more beneficial,

Item 8 – Internal – Discussion on options to recognize former Commission member Charlie Woodland who passed away recently.

- **Director Holly Osborn presents on this item asking the Board what ideas they have in which to honor Charlie Woodland.**
- **Chair Wayne Turner** brings up a previous idea of having a memorial scholarship fund in his honor,
 - **Ms. Osborn** states that there is an internal plan in which to develop a memorial program so that if/when there is an opportunity to memorialize somebody what that would look like. The Department would like to induct Charlie Woodland into the Hall of Fame.
 - **Commissioner Mark Brown asks Ms. Osborn** what the scholarship program would consist of.
 - **Ms. Osborn** explains that the department currently offers a youth scholarship program in which provides assistance for low-income families so they are able to still participate in programs, services, and events. (Editor note: this is already a fund & scholarship that exists, Chair Wayne Turner was inquiring about naming the scholarship after Mr. Woodland)
 - **Commissioner Raymond Grim** asks if the scholarship is donated from community members or the City of Surprise.
 - **Ms. Osborn** confirms that this money comes from the City itself.
 - **Commissioner Raymond Grim** asks about sponsorship opportunities.
 - **Assistant Director Paul Frie** explains that sponsorship opportunity funds have to go towards something. For example, Youth Sports uses sponsorship money in their partnership with Positive Coaching Alliance.
- **Ms. Osborn** suggests putting the induction of Charlie Woodland into the Hall of Fame induction.
- **Chair Wayne Turner** asks if the Department would look into the naming of the scholarship program after Charlie Woodland
 - **Ms. Osborn** says that the Department will look into it, though is skeptical that it would materialize.
 - **Mr. Frie** points out that though it is tough to consider, the Hall of Fame plaque will have Charlie Woodland's story on it so that people can learn about him and his impact on the Department. The scholarship however after some time passes, those that receive the scholarship may unfortunately not know Charlie's impact on the Department because there is no story attached to the scholarship.
- **Chair Wayne Turner** suggests making the October meeting the official Hall of Fame vote meeting.

OTHER BUSINESS

Other Business and Future Agenda Items

- **Commissioner Raymond Grim** would like a presentation from the planning department regarding how parks are determined through the planning department.
 - **Commissioner Raymond Grim** would like an item on the new development surrounding horse properties/trails at 163rd Avenue/Jomax to possibly incorporate horse trails into the parks system.

- **Charlie Woodland Hall of Fame induction.**
- **Director Holly Osborn will present on the Capital Improvement Projects as they relate to the 2015 Master Plan Discussion.**

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.


Frank D'Andrea, Administrative Specialist
Parks & Recreation Department

