



**CITY OF SURPRISE**  
**Parks and Recreation Commission**  
**15960 N Bullard Ave**  
**Surprise, AZ 85374**  
 Monday, August 21, 2023 @ 6:00 PM  
 RECREATION CONFERENCE ROOM

Amended on 8/16/23\*

- 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 May 1, 2023.   | Parks and Recreation         |
| 2. | Citywide | Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Chair.                                | Parks and Recreation         |
| 3. | Citywide | Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Vice-Chair.                           | Parks and Recreation         |
| 4. | Internal | Strategic planning discussion for fiscal year 2024.   | None<br>Parks and Recreation |
| 5. | Internal | *Presentation and discussion pertaining to open meeting laws, conflict of interest, and related training by the City Attorney's Office. | 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

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KRISTI PASSARELLI, CITY CLERK

POSTED: Monday August 14, 2023 @ 2:00 PM  
\*Amended on Wednesday August 16, 2023 @ 9:00 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  
Parks and Recreation Commission**

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Council Meeting Date: August 21, 2023  
Submitting Department: Parks and Recreation  
Staff Recommendations:

Contact Person:  
District: Citywide

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

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**Agenda Wording:**

Consideration and action to approve minutes from May 1, 2023.

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**Motion:**

I move to approve minutes from May 1, 2023 Parks and Recreation Advisory Commission meeting

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**Background:**

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

1. 5-1-23 Meeting Minutesdocx
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**CITY OF SURPRISE  
PARKS AND RECREATION ADVISORY COMMISSION**

**Meeting Minutes**

Monday, May 1, 2023 @ 6:00 PM

Parks and Recreation – Conference Room  
15960 N Bullard Ave, SURPRISE, ARIZONA 85374

**CALL TO ORDER**

**A. Roll Call**

Members: Vice Chair Ron Jensen, Brent Bailey, Anthony Robinson, Patricia Blaisdell, Mark Brown

Absent: Chair Wayne Turner, Dave Kinnoin

City Staff: Director Holly Osborn, Assistant Director Paul Frie, Assistant Director Shannon Gaul, Racquet Sports Superintendent Bill Lucero

**B. Pledge of Allegiance**

**C. Current Events & Staff Reports**

Director Holly Osborn provided a brief recap of recent special events attendance including Eggstravaganza with approximately 11,000 people and the Adaptive Egg Hunt with approximately 300 people. Holly also provided an update on the Dick McComb pump project stating that the pump should be up and operational in July. She also stated that it will not be a fishing lake or pond but is planning to allow racing sail boats and RC boats.

Holly reported that the Fields at Countryside hosted its first soccer season with about 1,100 participants. She also stated that after the season is complete they will be closing the park for upgrades including installing shade over the playground, epoxying the bathroom floor, adding concrete, fixing asphalt, paint touchups, etc. The plan is to re-open for residents to enjoy in August. In addition, the Countryside Rec Center parking lot will be upgraded as well.

**D. Staff Reports**

Commissioner Anthony Robinson gave an update on the General Plan Committee and stated that they elected a chair person and vice-chair for a more formal advisory group. He stated that the committee will be reviewing new goals for 2035 plan.

Vice Chair Ron Jensen complimented City staff for organizing a successful park and facilities tour .

**CALL TO THE PUBLIC / PARKS & RECREATION ADVISORY COMMISSION**

Yuko Price (Surprise, AZ) – Requested that score tenders be placed permanently on Surprise Tennis Center tennis courts.

Commissioner Brent Bailey asked city staff what the current protocol is for score tenders. Racquet Sports Superintendent Bill Lucero stated that the city has separate procedures for recreation vs tournament play and explained that when the score tenders were left out all the time, they were sun damaged and fell apart. He stated that the future plan is to surplus the current tenders and purchase similar to what is used in tournaments.

Commissioner Patricia Blaisdell commented that she personally utilizes the tennis courts and agrees that the score tenders are in terrible condition and should be replaced with a better quality product.

## **CONSENT AGENDA (N/A)**

- E. Approval of items on the Consent Agenda  
No items were identified as consent agenda items.
- F. Parks and Recreation Advisory Commission

## **REGULAR AGENDA ITEMS – NON-PUBLIC HEARING**

### **Item 1 – CITYWIDE – Consideration and action approving the January 23, 2023 Parks and Recreation Advisory Commission meeting minutes.**

Motion to approve the minutes of the January 23, 2023 Parks and Recreation Advisory Commission meeting – motioned Patricia Blaisdell, 2<sup>nd</sup> Anthony Robinson. 5 yes votes. Motion carried.

### **Item 2 – CITYWIDE – Discussion pertaining to submission of a petition regarding pickleball court usage.**

Assistant Director, Paul Frie gave a presentation on pickleball and tennis that included history/background information, NRPA standards vs. City of Surprise, the pickleball petition, court usage, programming breakdown and tournament information.

The Commission asked about current tennis court usage and demographics. Racquet Sports Superintendent Bill Lucero discussed the FY22 tennis court usage, operations, programs, revenue and the number of courts in a 15 mile radius.

The Commission asked if there are future plans to add more pickleball courts. Director, Holly Osborn stated that as we grow there are plans to add more tennis and pickleball courts, however there are other needs and deficiencies in our parks, such as basketball courts and open space, that need to be addressed first.

The Commission asked what the process is for the petition. Director Holly Osborn stated that city staff just wanted to bring this to their attention and get their input. The Commission agreed to leave the tennis courts as is and not convert them at this time.

## OTHER BUSINESS

The Commission requested items for the next meeting agenda:

- Discussion on partnering with the Arizona Coyotes to bring an outdoor hockey rink to Surprise
- Hall of Fame discussion

## ADJOURNMENT

Motion to adjourn – Brent Bailey. 2<sup>nd</sup> Anthony Robinson. 5 yes votes. Motion carried.

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Wayne Turner Chair, Parks and Recreation Advisory Commission

### ATTEST:

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Holly Osborn, Director  
Parks & Recreation

### CERTIFICATION:

I, Stacy Cieszynski, Management Analyst for the City of Surprise Parks and Recreation Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Parks and Recreation Advisory Commission meeting held on May 1, 2023.

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Stacy Cieszynski, Management Analyst



**CITY OF SURPRISE  
Parks and Recreation Commission**

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Council Meeting Date: August 21, 2023      Contact Person:  
Submitting Department: Parks and Recreation      District: Citywide  
Staff Recommendations:

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

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**Agenda Wording:**

Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Chair.

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**Motion:**

I move to approve the nomination of Commission member as chair.

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**Background:**

Per Surprise Municipal Code Sec. 2-295 (11), the Parks and Recreation Advisory Commission must elect a chair and vice-chair each year from among its members. The chair will preside at all meetings of the body, decide all points of order and procedure, and perform any duties required by law, ordinance, or resolution. The chair has the right to vote on all matters before the body and the right to make or second motions in the absence of a motion or a second made by another member. Service in the capacity as either chair and/or vice-chair shall be limited to two consecutive terms after which an abeyance of two years shall be required for eligibility of election to either position.

The Commission will bring forth nominations and then select a new Chairperson to service through Fiscal Year 2024. Nominations will take place, and a paper ballot will be available in the event numerous commissioners are nominated. A motion, second, and roll call vote will follow the paper ballots (if necessary).

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**Objective Analysis:**

The mission of the Parks and Recreation Advisory Commission is to act as advisers to the City Council on matters pertaining to the city's parks, facilities, recreation programs, special events, and open space development.

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**Policy Compliant:**

Sec. 2-295 (11) of the Surprise Municipal Code states that any vacancy for chair or vice-chair, as may occur for any reason, must be filled from the body of membership at the next meeting where a quorum of the body is present.

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE  
Parks and Recreation Commission**

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Council Meeting Date: August 21, 2023                      Contact Person:  
Submitting Department: Parks and Recreation              District: Citywide  
Staff Recommendations:

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

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**Agenda Wording:**

Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Vice-Chair.

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**Motion:**

I move to approve the nomination of Commission member \_\_\_\_\_ as vice-chair.

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**Background:**

Background: Per Surprise Municipal Code Sec. 2-295 (11), the Parks and Recreation Advisory Commission must elect a chair and vice-chair each year from among its members. The vice-chair will act as chair in the chair's absence. The chair will preside at all meetings of the body, decide all points of order and procedure, and perform any duties required by law, ordinance, or resolution. The chair has the right to vote on all matters before the body and the right to make or second motions in the absence of a motion or a second made by another member. Service in the capacity as either chair and/or vice-chair shall be limited to two consecutive terms after which an abeyance of two years shall be required for eligibility of election to either position.

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE  
Parks and Recreation Commission**

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Council Meeting Date: August 21, 2023      Contact Person:  
Submitting Department: Parks and Recreation      District: Internal  
Staff Recommendations: None

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

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**Agenda Wording:**

Strategic planning discussion for fiscal year 2024.

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**Motion:**

No motion, discussion only

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**Background:**

Discuss the strategic plan of the city of Surprise and Parks and Recreation to develop a framework for the Parks and Recreation Commission

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**Objective Analysis:**

Discuss the strategic plan of the city of Surprise and Parks and Recreation to develop a framework for the Parks and Recreation Commission

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**Policy Compliant:**

Per the boards and commissions handbook the City Council has the following expectations of its appointed boards and commissions:

- Provide citizens' perspectives on issues;
  - Prioritize options for Council and refine recommendations;
  - Enable citizens to contribute their expertise to the community;
  - Advise Council on policy matters;
  - Act in full accordance with all the powers and duties established in City Code; and
  - Comply with the Open Meetings Law, laws governing public bodies and the City policies and procedures.
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**Financial Impact:**

No impact with this item

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**Budget Impact:**

No impact with this item

**FTE Impact:**

No impact with this item

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**ATTACHMENTS:**

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**CITY OF SURPRISE  
Parks and Recreation Commission**

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Council Meeting Date: August 21, 2023      Contact Person:  
Submitting Department: Parks and Recreation      District: Internal  
Staff Recommendations:

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

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**Agenda Wording:**

\*Presentation and discussion pertaining to open meeting laws, conflict of interest, and related training by the City Attorney's Office.

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**Motion:**

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**Background:**

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

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**FTE Impact:**

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**ATTACHMENTS:**

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