



CITY OF SURPRISE
Parks and Recreation Commission
15960 N Bullard Ave
Surprise, AZ 85374
 Monday, October 23, 2023 @ 6:00 PM
 RECREATION CONFERENCE ROOM

- 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 August 21, 2023. | Parks and Recreation |
| 2. | Internal | Discussion, consideration and action on setting future Parks and Recreation Advisory Commission regular meeting dates for 2024. | Parks and Recreation |
| 3. | Citywide | Presentation and discussion pertaining to 60% design concepts on the new Fire Station 309, Aquatics Complex, Cactus Road and Park project. | Holly Osborn
Parks and Recreation |
| 4. | Citywide | Presentation, discussion and action pertaining to dog zones at Surprise dog parks. | 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

KRISTI PASSARELLI, CITY CLERK

POSTED: Wednesday, October 18, 2023 @ 3:30 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 Commission**

Council Meeting Date: October 23, 2023 Contact Person:
Submitting Department: Parks and Recreation District: Citywide
Staff Recommendations:

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

Agenda Wording:

Consideration and action to approve minutes from August 21, 2023.

Motion:

I move to approve minutes from August 21, 2023 Parks and Recreation Advisory Commission meeting

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 8.21.23 Minutes
-

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

Meeting Minutes

Monday, August 21, 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, Patricia Blaisdell, Mark Brown, Matthew Ives

Absent: Anthony Robinson, Chair Wayne Turner

City Staff: Director Holly Osborn, Assistant Director Paul Frie, Assistant Director Shannon Gaul

B. Pledge of Allegiance

C. Current Events

The Commission had nothing to report.

D. Staff Reports

Director Holly Osborn provided a few upcoming events for the Commission to be aware of. There will be a Groundbreaking for the new pool in September. Holly plans to provide an update on the design in the October meeting. Holly also stated that this year Fiesta will be relocated to Mark Coronado with new elements and a new layout. Youth sports will start in September including soccer, volleyball, baseball, softball, tee-ball.

Holly also provided an updated on the agenda items requested from the previous meeting. She stated that she is discussing the Hall of Fame with Sports and Tourism and currently researching dimensions and other info for the roller rink inquiry to report back to the commission. Commissioner Mark Brown suggested reaching out to Luke Airforce base and inquire about their partnership with the Coyotes.

CALL TO THE PUBLIC / PARKS & RECREATION ADVISORY COMMISSION

None

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 May 1, 2023 Parks and Recreation Advisory Commission meeting minutes.

Motion to approve the minutes of the May 1, 2023 Parks and Recreation Advisory Commission meeting – motioned Mark Brown, 2nd Brent Bailey. Five yes votes. Motion carried.

Item 2 – CITYWIDE – Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Chair.

Mark Brown motioned to nominate Brent Bailey for the position of Chair. Patricia Blaisdell 2nd the motion. Five yes votes. Motion carried.

Item 3 – CITYWIDE – Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Vice-Chair.

Patricia Blaisdell nominated herself for the position of Vice-Chair. Ron Jensen 2nd the motion. Five yes votes. Motion carried.

Item 4 – INTERNAL – Strategic planning discussion for fiscal year 2024.

Director Holly Osborn explained that City Council has looked at the Parks and Recreation Advisory Commission to identify their own strategic plan. Holly explained that as a commission they should look at what the city is doing and align their plan with City Council's Strategic Plan and the Parks and Recreation Master Plan. Holly suggested looking at items such as reinvesting in parks, building new parks, new facilities, and new programs. Holly stated that our team would organize a facilitator to lead the process and schedule it for either their next board meeting in October or a special meeting before the end of the year. Holly will email the Commission the City Council's strategic plan as soon as it is approved.

Item 5 – INTERNAL – Presentation and discussion pertaining to open meeting laws, conflict of interest, and related training by the City Attorney's Office.

Senior Assistant City Attorney Hobie Wingard gave a brief presentation/training on open meeting laws and how they pertain to the Parks and Recreation Advisory Commission members.

OTHER BUSINESS

None

ADJOURNMENT

Motion to adjourn – Mark Brown. Ron Jensen 2nd. Five yes votes. Motion carried.

Chair Brent Bailey, Parks and Recreation Advisory Commission

ATTEST:

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 August 21, 2023.

Stacy Cieszynski, Management Analyst



**CITY OF SURPRISE
Parks and Recreation Commission**

Council Meeting Date: October 23, 2023 Contact Person:
Submitting Department: Parks and Recreation District: Internal
Staff Recommendations:

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

Agenda Wording:

Discussion, consideration and action on setting future Parks and Recreation Advisory Commission regular meeting dates for 2024.

Motion:

I move to approve the Parks and Recreation Advisory Commission regular meetings for 2024 on the following dates: [_____] (Dates TBD by Commission at the meeting).

Background:

In accordance with the boards and commissions handbook, each board and commission must meet at least one time per year. Boards and commissions may have two types of meetings; "regular" meetings, those meetings scheduled as part of an annual calendar of meetings; and "special" meetings, those meetings that are called by the chair or staff liaison that were not included in the annual calendar of meetings. Boards and commissions that meet regularly must adopt an annual meeting schedule. Meetings on the schedule are referred to as "regular" meetings and, unless the adopted calendar states otherwise, regular meetings must be held at 6:00 pm at City Hall. Boards and commissions may designate a different time and place for the meeting, however, by adopting a regular meeting annual schedule. Regular meetings must be held at a time and place designated to maximize public engagement in the business before the body. Currently, Parks and Recreation Advisory Commission regular meetings occur on the 4th Monday of the month at 6:00 p.m. in the Recreation conference room at the Parks and Recreation Office. Staff is recommending that the commission meet once per quarter on the 4th Monday of the month at 6:00 pm. Special meetings can be scheduled and held as needed. The proposed regular meeting dates for 2024 are as follows: January 22, April 22, August 26 and October 28, at 6 pm at the Parks and Recreation Conference Room.

Objective Analysis:

Setting regular meetings maximizes public engagement in the business of the body.

Policy Compliant:

This action is consistent with city and council policy.

Financial Impact:

none

Budget Impact:

none

FTE Impact:

none

ATTACHMENTS:



**CITY OF SURPRISE
Parks and Recreation Commission**

Council Meeting Date: October 23, 2023

Contact Person: Holly Osborn, DIRECTOR-
PARKS & REC

Submitting Department: Parks and Recreation

District: Citywide

Staff Recommendations: None

Consent: No

Regular: No

Public Hearing: No

Report/Discussion: Yes

Agenda Wording:

Presentation and discussion pertaining to 60% design concepts on the new Fire Station 309, Aquatics Complex, Cactus Road and Park project.

Motion:

Discussion Only

Background:

This presentation will provide an update on the design of the Fire Station 309, Aquatics Complex, Cactus Road and Park project

Objective Analysis:

Policy Compliant:

Financial Impact:

There is no direct financial impact related to this item as this is a presentation and discussion item only.

Budget Impact:

There is no direct budget impact related to this item as this is a presentation and discussion item only.

FTE Impact:

This item does not have an impact on current staff levels.

ATTACHMENTS:

1. 60% Update Fire, Pool, Road
-



SURPRISE
ARIZONA

Fire Station 309, Aquatic Complex and Park

Project Overview

Details

- Perryville and Cactus - 19 acres
- Cactus and Perryville Roadway improvements and intersection
- Fire Station 309
- Aquatic Complex
- Park
- Slated to open Summer 2025



Timeline

- Groundbreaking: September 26th
- Initial Construction: October – January 2023
 - Mass grading
 - Offsite Utility Work – including sewer extension along Perryville Rd
- Design
 - Overall Design at 60%
 - Offsite Roadway Infrastructure – Design Completed December 2023
 - Pool/Park/Fire Station Building – Design Completed March 2024
- Construction Completed and Complex slated to open Summer 2025

Established Design Elements

Offsite Infrastructure – closer to 90% designed

- Roadways
 - Signal at Cactus Road and Perryville Road
 - Sewer and Water
 - Utility Relocations – MWD and APS
-
- Building Location/Complex Orientation
 - Size and locations of pool and park elements
 - Size of Fire Station 309
 - Mechanical Design of Pool House and Fire Station - HVAC systems, electrical, water pumps

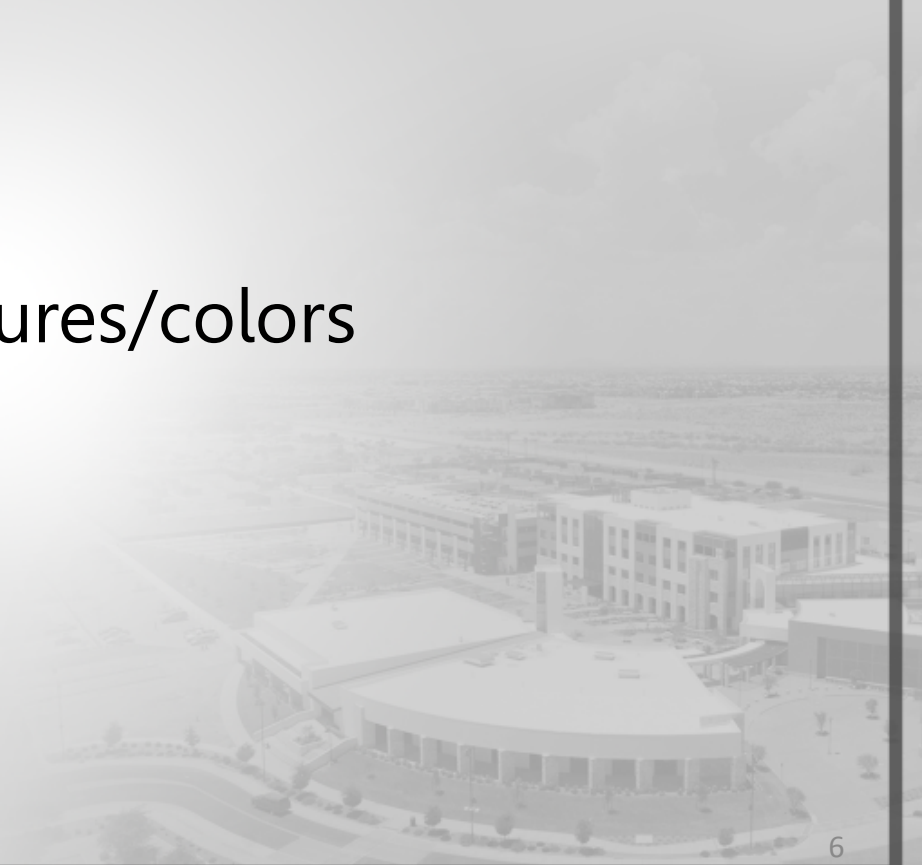
Master Site Plan



Evolving Design Elements

Cosmetic Items

- Fixtures
- Specific play features/colors
- Furnishings
- Landscaping
- Shade Structures
- Ramada Styles



Cactus and Perryville Roads

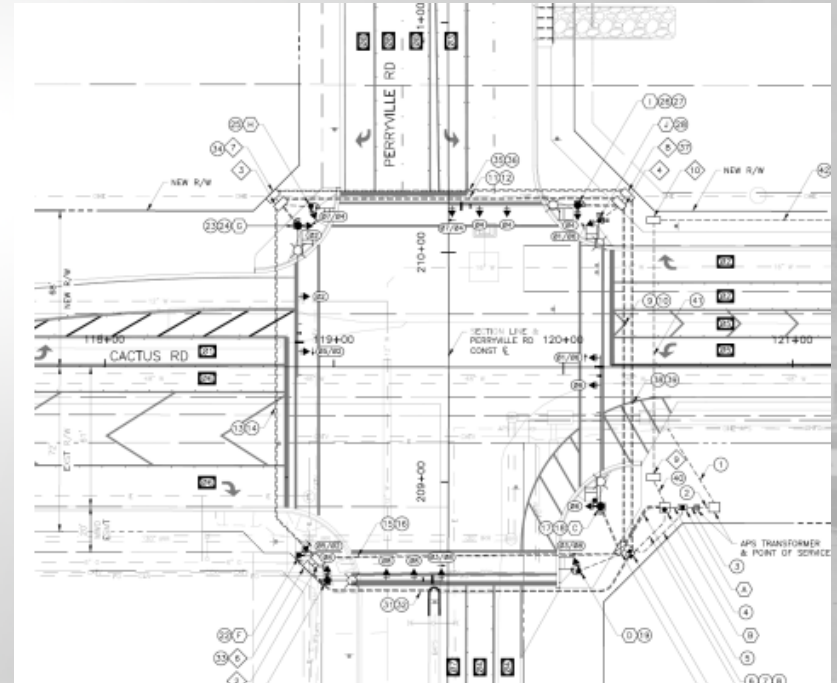
• Intersection

- Signalized (removal of 3-way stop)
- Improved traffic flow for school and special events
- Single left from WB Cactus will have a flashing yellow arrow and targeted timing to maximize traffic flows

Current



Future



Fire Station 309

- Approximately 16,000 sq ft
- Home to Engine 309
- Command Training Center incorporated
- Space for future resources
- Fuel Island for all city services



SOAK Station 309

- Fire Truck Themed Splash Pad
- Recirculating Water System
- Smart Features
- Integrated Lights
- Slides



Rescue Springs Park

- Varying terrain
- ADA accessible
- Rentable ramadas
- Physical activity
- Basketball Court
- Separate Play Areas for tots
- Swings



Aquatic Complex

50-meter pool

- (8) 50-meter lanes or (23) – 25-yard lanes
- Shaded Spectator bleachers

Warm-up Pool / Diving area

- (6) additional 25 yard lanes
- (2) 1-meter spring boards

Recreation Pool

- 6 slides of varying heights
- 5 feet to 17 feet
- Walking Channel with Current
- Bench Seating in the water
- ADA access



Next Steps

- Design to continue
- Early construction activities to commence
- City will communicate to the public via website and social media on any traffic restrictions related to the project construction
- City will provide updated renderings as they become available



SURPRISE
ARIZONA

Questions or Comments



CITY OF SURPRISE
Parks and Recreation Commission

Council Meeting Date: October 23, 2023 Contact Person:
Submitting Department: Parks and Recreation District: Citywide
Staff Recommendations:

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

Agenda Wording:

Presentation, discussion and action pertaining to dog zones at Surprise dog parks.

Motion:

I move to approve the following dog zones at Surprise dog parks: [_____] (Zones TBD by Commission at the meeting).

Background:

The Surprise Parks & Recreation department hosted a Bark at the Park event in March 2022 and surveyed our dog park users for input on our dog parks. Survey included questions regarding usage, desired improvements and how the parks are distinguished recommendations were put in place to change the areas to be zoned by height. The Parks and Recreation team decided to re-survey our dog park users and just completed another survey with similar questions that closed September 30, 2023.

Objective Analysis:

The survey provides a opportunity for dog park users to provide feedback to our staff about dog park experiences.

Policy Compliant:

This is policy compliant and may update the dog park rules.

Financial Impact:

Signage may need to be updated and will be taken from the FY24 council approved Parks and Recreation operating budget.

Budget Impact:

No budget impact.

FTE Impact:

No new FTE impact

ATTACHMENTS:

1. Dog Park 2023



SURPRISE
ARIZONA

Surprise Dog Park Information

Parks & Recreation Department

DOG PARK LOCATIONS

Community Park

- Small and Large Cell
- Sign suggestion size

Dick McComb Park

- 3 Cells
- Small and Large Cell
- Sign suggestion size
- 2 opened at a time
 - Dick McComb Park has an extra cell for turf recovery and rest

DOG PARKS RULES

Separated by height (16 inches)

- Enter at your own risk.
- Owners must clean up their dog waste.
- Owners are liable for damage and/or injuries.
- Dog treats and food are not permitted in Dog Park.
- Dog owners must comply with all city park rules.
- Female dogs in heat are not permitted in Dog Park.
- Dog owners must maintain control of their dog at all times.
- Any digging must be repaired immediately by owner.
- Aggressive dogs are not permitted; dogs must be removed at first sign of aggression.
- Children under the age of 13 must be accompanied by an adult.
- Dogs must be on a leash while entering and exiting the Dog Park.
- All dogs must be licensed, vaccinated, and wear permit tags.
- Dog owners must be in attendance with their dog at all times and carry a visible leash.
- Please keep small children and infants under close supervision.
- No more than 3 dogs per owner/handler shall be allowed in a dog park.
- No smoking/vaping in the park.
- Dog owners who fail to comply with above rules may be asked to leave or be ticketed.

DOG PARK IMPROVEMENTS

Community Park

- New shade has been added in both cells
- An alternate entrance
- Pavers
- Trees along perimeter

Dick McComb Park

- 1 inch rock was removed, replaced with small crushed granite.
- Fencing removed
- Dick McComb Park has an extra cell for turf recovery and rest.

Dog Park Feedback

How to separate the dogs safely (two areas)

1. Size

- Height / weight
- Visible

2. Temperament

- Passive / Active
- Difficult to prove



General information and signage can help people make the best logical decision based on their dog's size, temperament, and energy.

SURPRISE SURVEY

Feedback from residents, enforcement

How to best separate dog park into two areas?

2022 Survey

2023 Survey

Dog Park Survey 2022



Dog Park Survey 2023



COMPARISON TO OTHER CITIES

CITY	SIZE	TEMPERAMENT
Avondale		x
Buckeye	x	
Gilbert		x
Glendale	x	
Goodyear		x
Mesa		x
Peoria	x	
Phoenix	x	
Prescott	x	
Scottsdale	x	
Surprise	x	
Tucson	x	

STAFF RECOMMENDATIONS

Separate by Size : Large and Small

- Remove current height signs.
- User is to determine where their dog fits best.

Code of Conduct/Behavior Policy

- Kindness, consideration and courteous behavior is appreciated and expected.
- Treat every park patron and staff member with respect.
- Verbal abuse, Intimidation, Harassment, Criminal damage, Disorderly conduct, Profanity / Threats, Violation of the law, Threatening or jeopardizing the health, safety and or well being of others will not be tolerated by participants, park patrons, or staff.
- Violations of this policy will be trespassed from the Parks.



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Discussion and Recommendations

Thank You