



CITY OF SURPRISE
Parks and Recreation Advisory Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
 Monday, January 22, 2024 @ 6:00 PM
 Parks & Recreation Office

- 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 October 23, 2023. | Parks and Recreation |
| 2. | Citywide | Discussion pertaining to dog zones at Surprise dog parks. | Parks and Recreation |
| 3. | Internal | Consideration and action pertaining to approval of nominees for the Surprise Recreation Campus Hall of Fame. | Parks and Recreation |
| 4. | Citywide | Discussion and Review of Parks and Recreation Programming Plan | Paul Frie
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: Thursday, January 18, 2024 @ 1:30 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 Advisory Commission**

Council Meeting Date: January 22, 2024 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 October 23, 2023.

Motion:

I move to approve minutes from October 23, 2023 Parks and Recreation Advisory Commission meeting

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 10.23.23 Minutes
-

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

Meeting Minutes

Monday, October 23, 2023 @ 6:00 PM

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

CALL TO ORDER

A. Roll Call

Members: Chair Brent Bailey, Vice Chair Patricia Blaisdell, Wayne Turner, Matthew Ives

City Staff: Director Holly Osborn, Assistant Director Paul Frie, Assistant Director Shannon Gaul, Parks Maintenance Manager Ian Campbell, Recreation Supervisor James Schultz

B. Pledge of Allegiance

C. Current Events

Ron Jensen and Chair Brent Bailey attended recent events including Sunday in the Park, Fiesta Grande and Groundbreaking and were impressed with event turnout and presentation.

D. Staff Reports

Assistant Director Paul Frie provided a recap on Fiesta Grande. He stated that there was around 7,000 people in attendance and the new location allowed the event to have more space. Paul provided an upcoming event list including Veterans Day on November 11 and Surprise Party December 1 and 2 from 5 – 9 p.m. Following Surprise Party is Sparkling Surprise featuring a new special show and a children’s story that allows the reader to follow Sparkle the Surprise Dog on her journey through the park.

Assistant Director Paul Frie asked for two Commissioners to volunteer judging the Veterans day parade. Paul also stated that the Hall of Fame and Strategic Plan agenda items would be included in the January meeting.

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 August 21, 2023 Parks and Recreation Advisory Commission meeting minutes.

Motion to approve the minutes of the August 21, 2023 Parks and Recreation Advisory Commission meeting – motioned Wayne Turner, 2nd Vice Chair Patricia Blaisdell. 5 yes votes. Motion carried.

Item 2 – CITYWIDE – Discussion, consideration and action on setting future Parks and Recreation Advisory Commission regular meeting dates for 2024.

Motion to set the 2024 Parks and Recreation Advisory Commission meetings for 6pm on **January 22, April 22, August 26, and October 28** at the Parks and Recreation Office – Vice Chair Patricia Blaisdell, 2nd Matthew Ives. 5 yes votes. Motion carried.

Item 3 – CITYWIDE – Presentation and discussion pertaining to 60% design concepts on the new Fire Station 309, Aquatics Complex, Cactus Road and Park Project.

Parks and Recreation Director Holly Osborn gave a presentation on the 60% design concepts for the new aquatics complex. The presentation included the project overview, timeline, design elements, features and amenities for each pool, master site plan, intersection road plan, park and splashpad design and features and next steps.

Item 4 – INTERNAL – Presentation, discussion and action pertaining to dog zones at Surprise dog parks.

Ian Campbell gave a presentation on our Surprise dog parks. The presentation included current dog zones, rules and guidelines, recent improvements, survey results from the public and the staff's recommendation on how to separate the dog zones.

Chair Brent Bailey asked City staff if they reached out to the city's using the temperament model for their dog zones.

Director Holly Osborn stated that the team has done extensive research and spoken with other cities regarding their dog park experiences to help make the best possible recommendation for our parks. Holly explained that the main goal is to provide the safest environment for everyone.

CALL TO THE PUBLIC:

Chair Brent Bailey opened call to the public:

Margi Mitchell – (Surprise, AZ) – recommended size designation to be small/medium rather than just small.

Tom Prutzman - (Surprise, AZ) – recommended splitting by behavior with responsibility on the owner.

James Watz – (Surprise, AZ) – disagreed with temperament determination suggestion and prefers to leave it as is.

Natalie Brust – (Surprise, AZ) - recommended a medium size dog park.

Jack Brust – (Surprise, AZ) - recommended a passive/aggressive determination.

James Relston – (Surprise, AZ) - recommended to remove the current height sign and allow owners to decide.

Don Holmes – (Surprise, AZ) - recommended adjusting current height plus amend ordinance concurrent jurisdiction, plus control city and county and requirement of current Maricopa County dog license.

Shelby Geiser – (Surprise, AZ) – recommended small/medium or a medium size dog park.

Chris Hough – – (Surprise, AZ) – recommended small/medium designation up to 20 inches.

Wayne Turner motioned to move this item to the next agenda. 2nd Ron Jensen. 5 yes votes. Motion carried.

OTHER BUSINESS

The Commission requested an item for the next meeting agenda:

- Park tour

ADJOURNMENT

Motion to adjourn – Ron Jensen. 2nd Brent Bailey. 5 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 October 23, 2023.

Stacy Cieszynski, Management Analyst



CITY OF SURPRISE
Parks and Recreation Advisory Commission

Council Meeting Date: January 22, 2024 Contact Person:
Submitting Department: Parks and Recreation District: Citywide
Staff Recommendations:

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

Agenda Wording:

Discussion pertaining to dog zones at Surprise dog parks.

Motion:

No motion, discussion only

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 January 2024





SURPRISE
ARIZONA

Dog Park Information

City of Surprise Dog Parks, Parks and Recreation

DOG PARKS

Multiple interactions with various users over the previous year has brought forth the issue of large dogs entering small dog cells/areas. This has led to unfavorable conditions for various dog size encounters.

- City designated each dog park to have a large and small cell/area.
- Suggestion or enforceable rule/ordinance.
- Behavior in dog parks continues to lead to adverse contact throughout the day.
- Due to these actionable items the City of Surprise is adding a size rule to the rule signs of the park.

DOG PARK SURVEYS AND RESEARCH

How to separate the dog safely (two areas)

2022 Community Survey results

37% Temperament

63% Size

2023 Community Survey results

45% Temperament

55% Size

Additional Research:

- 🐾 All-Star Animal Hospital
- 🐾 Legend Acres Training
- 🐾 Arizona City Municipalities
- 🐾 Multiple Websites

DOG PARK SURVEYS AND RESEARCH

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	

“the large dogs may not mean to hurt the smaller dogs, but they can play too rough, or they may see the small dog as a prey animal and pick it up and shake it, which can be fatal.”

-Association of Pet Dog Trainers

MUNICIPAL CODE

Definitions:

- *City manager* means the city manager or his designee.
- *City manager designee* means the director of the parks and recreation department.

Sec. 38-28. Enforcement; violations. Any peace officer or park ranger shall have the authority to issue a citation for a violation of this chapter and it shall be unlawful for any person to fail to follow the clear and direct orders of a peace officer or park ranger enforcing park rules or maintaining the peace. The city manager, or designee, shall approve the wording of all park rules prior to the rules being posted.

CURRENT SIGNAGE

Community Park & Dick McComb Park-General information and signage can help people make the best logical decision based on their dog's size, temperament, and energy.

- Small and Large cell/area
- Current sign suggestion size



NEW SIGNAGE

SMALL DOG PARK

Welcome to the City of Surprise Small Dog Park. Any person entering the dog park, enters at their own risk and must comply with all dog park rules. Please treat all park visitors, staff and property with respect. Courteous and respectful behavior is appreciated and expected.

- All dogs entering the small dog park must be 16 inches or less, measured from the ground to top of shoulder from the standing position. Additionally, dogs must weigh less than 35lbs to enter the small dog park.

IMPLEMENTATION

- New rule will be added to new signs and posted at each entrance to respective cells at each dog park.
- New rule would take effect February 12th.
- Enforcement
 - Dog Parks are not supervised
 - Park Rangers, Peace Officers, Animal Control
 - Educate
 - Trespass continued offenders if needed



SURPRISE

ARIZONA

Discussion

Thank You



**CITY OF SURPRISE
Parks and Recreation Advisory Commission**

Council Meeting Date: January 22, 2024 Contact Person:
Submitting Department: Parks and Recreation District: Internal
Staff Recommendations:

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

Agenda Wording:

Consideration and action pertaining to approval of nominees for the Surprise Recreation Campus Hall of Fame.

Motion:

I move to approve the nominees for the Surprise Recreation Campus Hall of Fame.

Background:

Discussion pertaining to the Surprise Recreation Campus Hall of Fame with consideration of possible candidates to be added to the Surprise Stadium Hall of Fame. The purpose of the Sports Hall of Fame is to honor those who have contributed significantly to the City of Surprise Stadium.

I. ELIGIBILITY. The criteria for being considered for selection to the Sports Hall of Fame are a person or entity that brings or receives national recognition to the Surprise Recreation Campus.

A. Affiliation.

1. Kansas City Royals Organization
2. Texas Rangers Organization
3. Major League Baseball Alumni
4. City of Surprise
5. Other

Examples of accomplishments for nominees that excelled at playing, managing, or serving the sport of baseball may include, but are not limited to:

- a. Awards and recognition
 - 1) Cy Young

1. American League or National League Championship
2. MVP
3. Rookie of the Year
4. Manager of the Year
5. MLB Hall of Fame

B. City of Surprise Civic Leaders, Administrators, Staff, and Volunteers.

Civic leaders, administrators, staff, and volunteers who have contributed and or displayed exceptional service or leadership for the City of Surprise Stadium shall be eligible for consideration. All criteria and qualifications are based upon the candidate's participation while serving the City of Surprise. However, accomplishments prior to or after leaving the City of Surprise may be an important part of consideration.

Leaders who have contributed significant service or leadership to the City of Surprise Recreation Campus shall be eligible for consideration based on the following:

1. Influential in the planning, approving, funding, or opening of a project that significantly enhanced the reputation, fiscal impact, or business processes at the Surprise Recreation Campus.
2. Volunteer service that significantly contributed to the Surprise Recreation Campus.

II. SELECTION

Selection of new inductees into the City of Surprise Sports Hall of Fame shall be the responsibility of the Parks and Recreation Advisory Commission.

III. Induction Ceremony

Newly-selected Sports Hall of Fame inductees shall be officially inducted at a Spring Training game at Surprise Stadium or other formal ceremony honoring the service of the inductees.

Objective Analysis:

This program is a opportunity to honor those who have significantly contributed to the Surprise Stadium.

Policy Compliant:

This action is consistent with City and Council Policy. Annually, the Parks and Recreation Advisory Commission approves inductees into the Surprise Recreation Campus Hall of Fame per Hall of Fame Guidelines.

Financial Impact:

No financial impact

Budget Impact:

No budget impact

FTE Impact:

No full time equivalent impact with this item.

ATTACHMENTS:

1. Hall of Fame
-



SURPRISE
ARIZONA

Hall of Fame Selection

Parks and Recreation Department

Parks and Recreation Advisory Commission

HALL OF FAME POLICY

- The purpose of the Sports Hall of Fame is to honor those who have contributed significantly to the City of Surprise Stadium

ELIGIBILITY

The criteria for being selected for the Sports Hall of Fame are a **person or entity that brings or receives national recognition to the Surprise Recreation Campus.**

A. Affiliation

1. Kansas City Royals
2. Texas Rangers
3. Major League Baseball Alumni
4. City of Surprise
5. Other

ELIGIBILITY

The criteria for being selected for the Sports Hall of Fame are a **person or entity that brings or receives national recognition to the Surprise Recreation Campus.**

Examples: awards and recognition

Rookie of the Year | Cy Young | Divisional MVP |
American or National League Champions |
MLB Hall of Fame | Manager of the Year

**List is not an all inclusive; just a representation of the types of recognition*

ELIGIBILITY

B. City of Surprise Civic Leaders, Administrators, Staff, and Volunteers.

Leaders who have contributed significant service or leadership to the City of Surprise Recreation Campus shall be eligible for consideration based on the following:

- Influential in the planning, approving, funding, or opening of a project that significantly enhanced the reputation, fiscal impact, or business processes at the Surprise Recreation Campus.
- Volunteer service that significantly contributed to the Surprise Recreation Campus and/or its programs.

Parks and Recreation Advisory Commission

HALL OF FAME NOMINATIONS

Gold Glove: Johan Heim (TX)

Gold Glove: Nathaniel Lowe (TX)

Gold Glove: Adolis Garcia (TX)

Silver Slugger: Marcus Semien (TX)

Silver Slugger: Corey Seager (TX)

World Series Champion: Texas Rangers



CITY OF SURPRISE
Parks and Recreation Advisory Commission

Council Meeting Date: January 22, 2024
Submitting Department: Parks and Recreation
Staff Recommendations: None

Contact Person: Paul Frie, Assistant Director- CRS
District: Citywide

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

Agenda Wording:

Discussion and Review of Parks and Recreation Programming Plan

Motion:

No Motion - presentation only. Presentation and discussion of the Parks and Recreation Programming Plan.

Background:

The Parks and Recreation Department Programming plan is a document that provides a review of accomplishments, current status and future plans for programming, as well as a comprehensive look at how the department operates.

Objective Analysis:

This process is a requirement of the Commission for Accreditation of Parks and Recreation Agencies. The Parks and Recreation Department is in the process of reaccrediting after achieving accreditation in 2017.

Policy Compliant:

Yes

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:

1. Surprise_Recreation_Program Plan
-

Recreation Program Plan



SURPRISE PARKS AND RECREATION
ADOPTED
JANUARY 16, 2024

DocuSigned by:
DIRECTOR SIGNATURE: Holly Osborn
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DEPARTMENT HISTORY

A tradition that began in the early 1960's, parades and street lighting festivals were amongst the list of community events organized by the Surprise Women's Club. As the town continued to grow, the City Council assumed responsibility of events and recreation programming maintaining resonance and togetherness amongst community members. In the 70's and 80's the City of Surprise hosted Founder's Day, an event so popular it essentially became a two-day celebration that included a parade, carnival, and in 1975, a rodeo that showcased bareback riding, calf roping and bull riding. Over time, this tradition moved to a new location, but still honors its origin at the Fiesta Grande event.



The Parks and Recreation Department now hosts five signature events to bring the community together to celebrate at yearly Easter egg hunts, Fourth of July festivals offering bands and fireworks, as well as Surprise Party in December with our annual tree lighting and the Sparkling Surprise month long celebration.

Though special events unified the community, resident Floyd Gaines introduced the traditions of baseball. Gaines was a former baseball coach who later was elected to the Surprise City Council and was able to establish a baseball field, funded by the city and built by residents. Mr. Gaines was considered the councilmember in charge of parks and recreation and kept recreation on the council agenda. The City of Surprise experienced a 333% increase in population in the mid 90's. During this time, resident Billy Parker worked closely with City Manager Dick McComb and City Council members in establishing a Parks and Recreation Department geared to creating more organized activities that could be offered to the youth and families of the community.

Today, the City of Surprise Parks and Recreation Department offers a wide range of park and recreational opportunities. The department employs 59 full-time and 42.2 full time equivalents (FTE) in part time employees who are responsible for creating and maintaining programs and facilities in the following areas: adaptive recreation, teen programming, summer and break camp programs, outdoor recreation, preschool programs, recreation center operations, aquatic programming, youth sports, adult sports, special interest classes, tennis and racquet programs, special events, and parks turf and grounds maintenance.

THE CITY OF SURPRISE PARKS AND RECREATION OVERVIEW

In 2003, the City of Surprise joined the Cactus League as it became the spring training facility to the Texas Rangers and the Kansas City Royals. The facility consists of 6.5 practice fields and one clubhouse per team, while sharing a 10,000-seat stadium. These facilities are also utilized by the community for recreation programming and events. Prior to the construction of the spring training facilities, local community amenities included the Villanueva Recreation Center, Northwest Regional Library, Surprise Aquatic Center and Countryside Recreation Center. In 2004, a second pool was built in the original town site. The city continued to grow at a rapid pace and in 2007, the Surprise Tennis & Racquet Complex was introduced to the community, with 25 outdoor tennis courts and two indoor racquetball courts. That same year a 3-field youth baseball complex, Sierra Montana Recreation Center and Dream Catcher Park - a fully accessible recreational facility designed to accommodate individuals with disabilities were also added to the facility inventory.

The largest - a city park that is called the Surprise Recreation Campus, encompasses the Surprise Stadium, Youth Baseball Complex, Mark Coronado Park, and Surprise Community Park which features basketball courts, a dog park, (16) pickle ball courts, sand volleyball courts, urban fishing lake, playground and ramadas. Also included in park inventory are (3) community parks, one featuring a dog park and a skate park, four neighborhood parks and three pocket parks. The stadium and its practice fields as well as Mark Coronado Park are shared with the Sports and Tourism department.

Sports Tourism has been important to the city. The two-team spring training facility and a state-of-the-art Tennis and Racquet Complex creates opportunities for sport tournaments as well as regional festivals and events. In 2017, city council created a Sports and Tourism Department that would focus on marketing Surprise as an intentional sports and tourist destination. In addition to marketing, they department manages Surprise Stadium and the partnerships with Major League Baseball, the Kansas City Royals and the Texas Rangers. They also book USTA and other major tennis events and take the lead on supporting our multi-level partnership with Ottawa University. A long-term goal of the department is to establish partnerships to operate and build new recreational facilities in Surprise.

The Park and Recreation Department currently features three recreation centers that contain multi-purpose rooms, game rooms, classrooms, a teen lounge, a recording studio, multi-purpose gymnasiums and dance/aerobic rooms. The Parks and Recreation Department also operates two aquatic facilities that feature zero depth areas, water slides, lap lanes, diving boards and lap swim area.

Ottawa University Arizona opened its campus in Surprise in July 2017. The campus was integrated with the Surprise City Center and includes housing for students, a stadium athletic field and a gym and recreation center. A shared usage agreement was put in place allowing the athletic teams and students to utilize the Surprise Recreation Campus for sports programs and the city to utilize Ottawa facilities for recreational programming. This has allowed the Parks and Recreation Department to expand special interest classes and youth and adult sports programming by using the Odell Recreation Center and Gym, and Spirit Field.

Park space has been major topic of discussion in 2020, and in December 2020, the Surprise City Council voted to fund more than \$8 million in park-related projects that advance the goals of the city's Parks and Recreation Master Plan.

The funding moved up the timeline to complete the Gaines Youth Ball Field at Nash and Rimrock streets by summer 2021. The project included a lighted youth ball field, restrooms, lighted and paved parking lot, netting and fencing.

Design and construction were completed on a new 12-acre park, similar to Mark Coronado Park, on city-owned land at Greenway Road and Parkview Place. Construction on this lighted, multi-use park was completed in early 2023 which also included restrooms and a playground. This project provides for more programmable and rental field space for our growing population.

Renovations were also completed at the Surprise Community Park including paving the north parking lot, adding a restroom on the north side, improving dog park drainage, addition of a lake edge and lighting improvements. The total renovations were approximately \$6 million. Phase 2 of these improvements will take place in 2024.

The City Council also voted to build a new Aquatic Center and park in West Surprise. This facility will feature a 50-meter competitive pool with shaded bleacher seating, a separate diving well and warm-up pool, and a third body of water which will be a recreation pool for the community. This new facility will be on the same campus as a new park with a splash pad, basketball court and playground as well as Fire Station 309. This new complex is slated to open in Summer of 2025.

In early 2023, the City of Surprise ended its partnership with the Maricopa County Library District and created its own Arts, Culture and Library Department which now oversees staffing, programming and processes at all three City libraries.

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PARKS AND RECREATION DEPARTMENT OVERVIEW

The Parks and Recreation Department is the primary provider of recreation programs for the city. The City's programs include aquatics, youth and adult sports, racquet sports, youth services, special interest classes, teen programs, and adaptive recreation, with approximately 2,900 programs and 150,000 participants annually. In addition, the City hosts several community and signature events such as the annual Surprise Party Event and Performances in the Park with approximately 100,000 attendees annually. The Department also maintains over 250 acres of developed parks and facilities.

PARKS AND RECREATION MISSION STATEMENT

The mission of the city of Surprise Parks and Recreation Department is to enrich and complement the lives of Surprise residents through stewardship of our resources while providing responsive programs which promote and prioritize diversity, cultural, neighborhood, family, education, recreation, and wellness opportunities.

CITY OF SURPRISE VISION STATEMENT

The City of Surprise strives to uphold the values of its residents, while balancing physical and economic growth, and maintaining a safe community. A high standard of living should be fostered by enhancing neighborhood and community amenities. Vibrant and diverse development is important for a young community, and Surprise should aim to preserve the uniqueness and history of the city.

PURPOSE OF THE PLAN

This plan has been developed to provide staff with a 5-year plan as it relates to programs, services, staffing, facilities and resources provided by the City of Surprise Parks and Recreation Department. The plan has been developed with guidance from the Department's Parks and Recreation Master Plan, City Council Strategic Plan and direction from the Parks and Recreation Advisory Commission. The City of Surprise Park and Recreation Department recognizes the following basic premises in relation to recreation programming in the community:



1. Deliver high quality park and recreational experience to people of all ages and abilities.
2. Fees related to recreation programs and facilities should be based on community benefit. If there is a benefit to a large part of the community, there should be little to no cost. The more individual benefit the more cost recovery.
3. Provide high quality parks and park facilities.

4. Recreation programs and services should align with Parks and Recreation Department goals to achieve the department’s mission.
5. Fun and safe and important to the physical and psychological well-being of patrons.

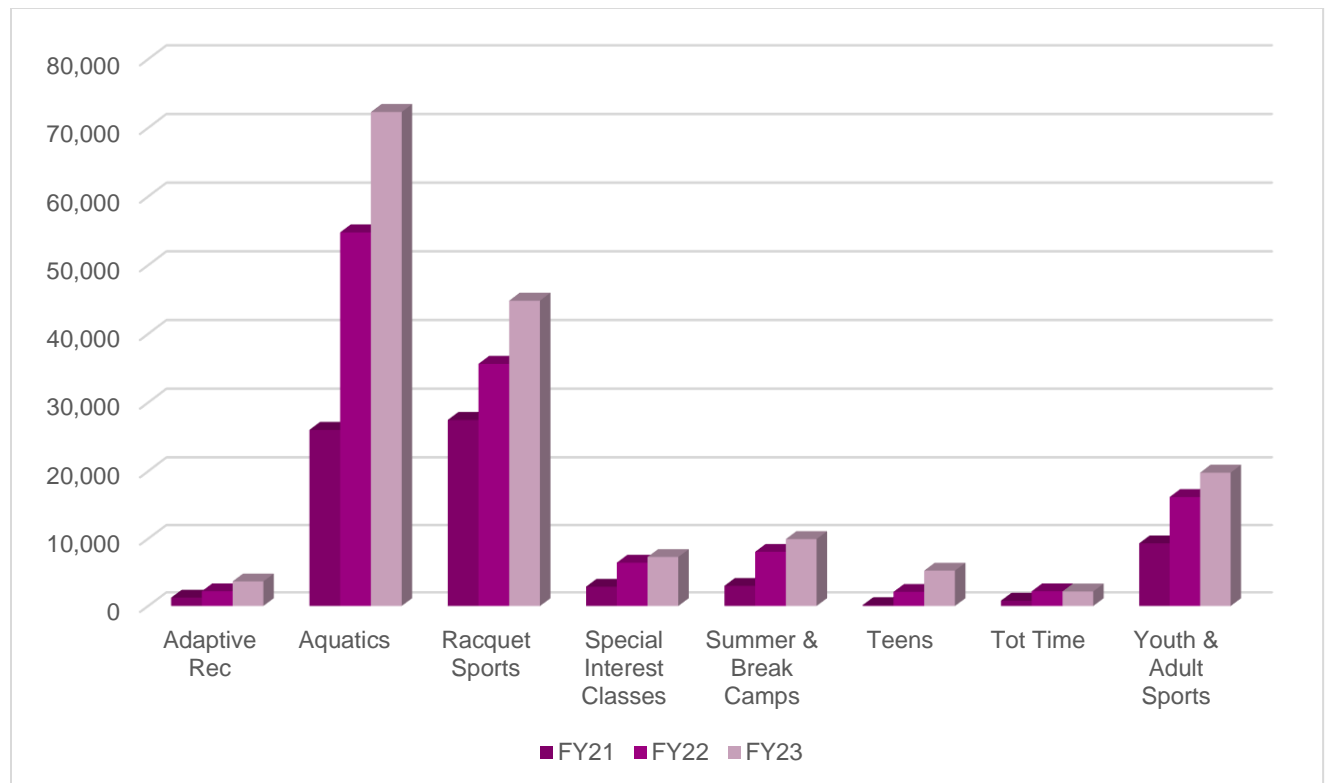
This plan will be administratively reviewed by Parks and Recreation staff on an annual basis. Revision and updates will be approved by the Parks and Recreation Director. The plan shall be presented to the Parks and Recreation Advisory Commission for their review and approval every 5 years.

PROGRAM AND SERVICE DETERMINANTS

The City of Surprise develops and improves programs and services based on needs in the community. These needs are captured and assessed through a variety of methods including customer input, paper and electronic surveys, personal interaction, program trends, local and national trends, public meetings, advisory boards and commissions, meeting reports, website traffic, social media and comments and through feedback. Staff then assesses the needs to ensure that they align with the Department’s mission, vision and goals.

PARK AND RECREATION DIVISION STATISTICS

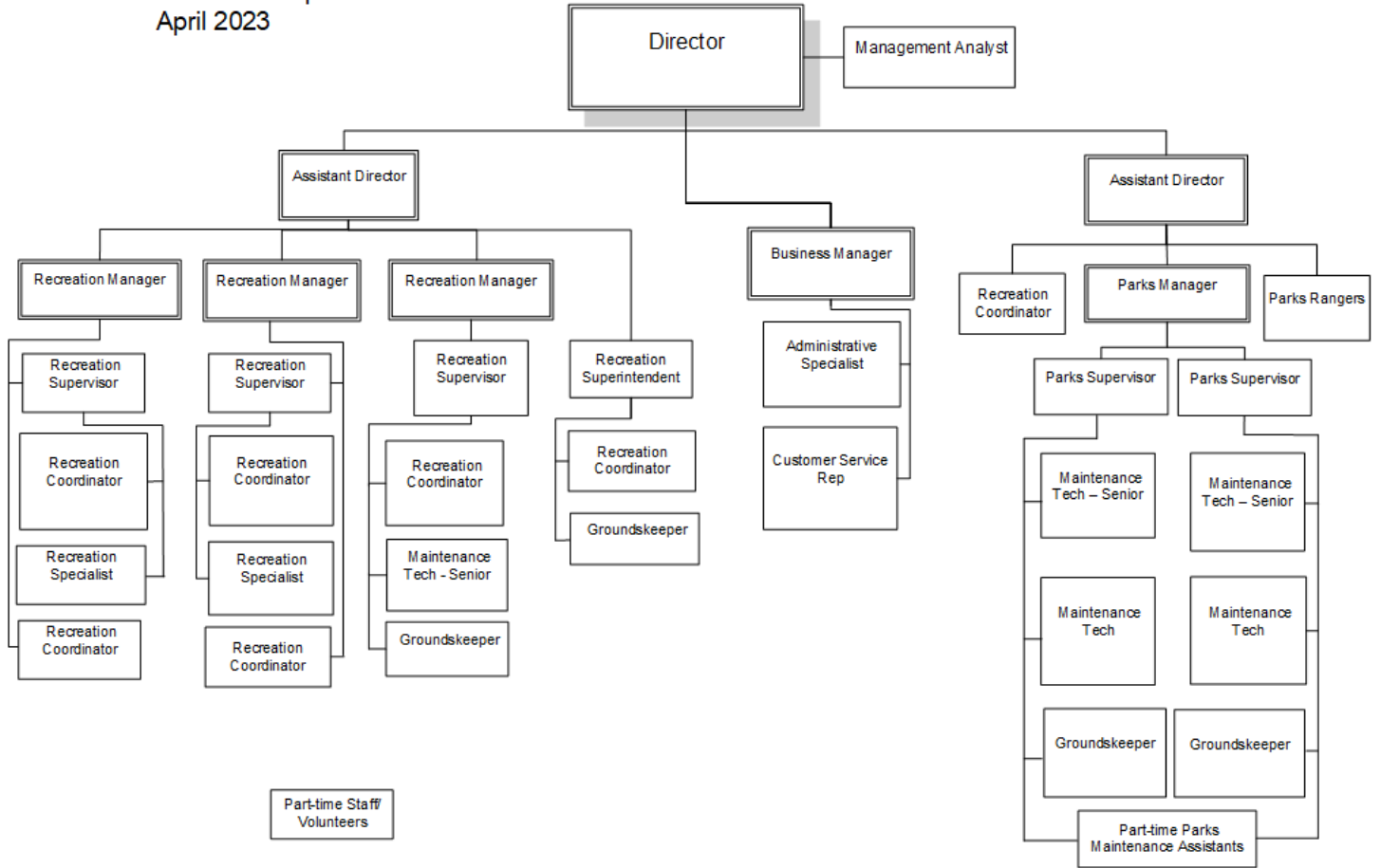
In Fiscal Year 2023, the Park and Recreation Department hosted more than 165,000 participants in approximately 3,000 programs, which was an increase from FY22 which saw 125,000 participants. The following chart represents the division’s program participation numbers for FY21 – FY23.



STAFF ORGANIZATIONAL CHART

At total of 59 full time employees are assigned to the department. 1 Director, 1 Management Analyst, 2 Assistant Directors, 3 Recreation Managers, 4 Recreation Supervisors, 1 Recreation Superintendent, 11 Recreation Coordinators, 3 Recreation Specialists, 1 Business Manager, 2 Administrative Specialists, 2 Customer Service Representatives, 1 Parks Manager, 2 Park Rangers, 2 Park Supervisors, 6 Maintenance Tech- Seniors, 6 Maintenance Techs and 8 Groundskeepers.

City of Surprise
Parks and Recreation Department
 April 2023



Prepared by Parks & Recreation

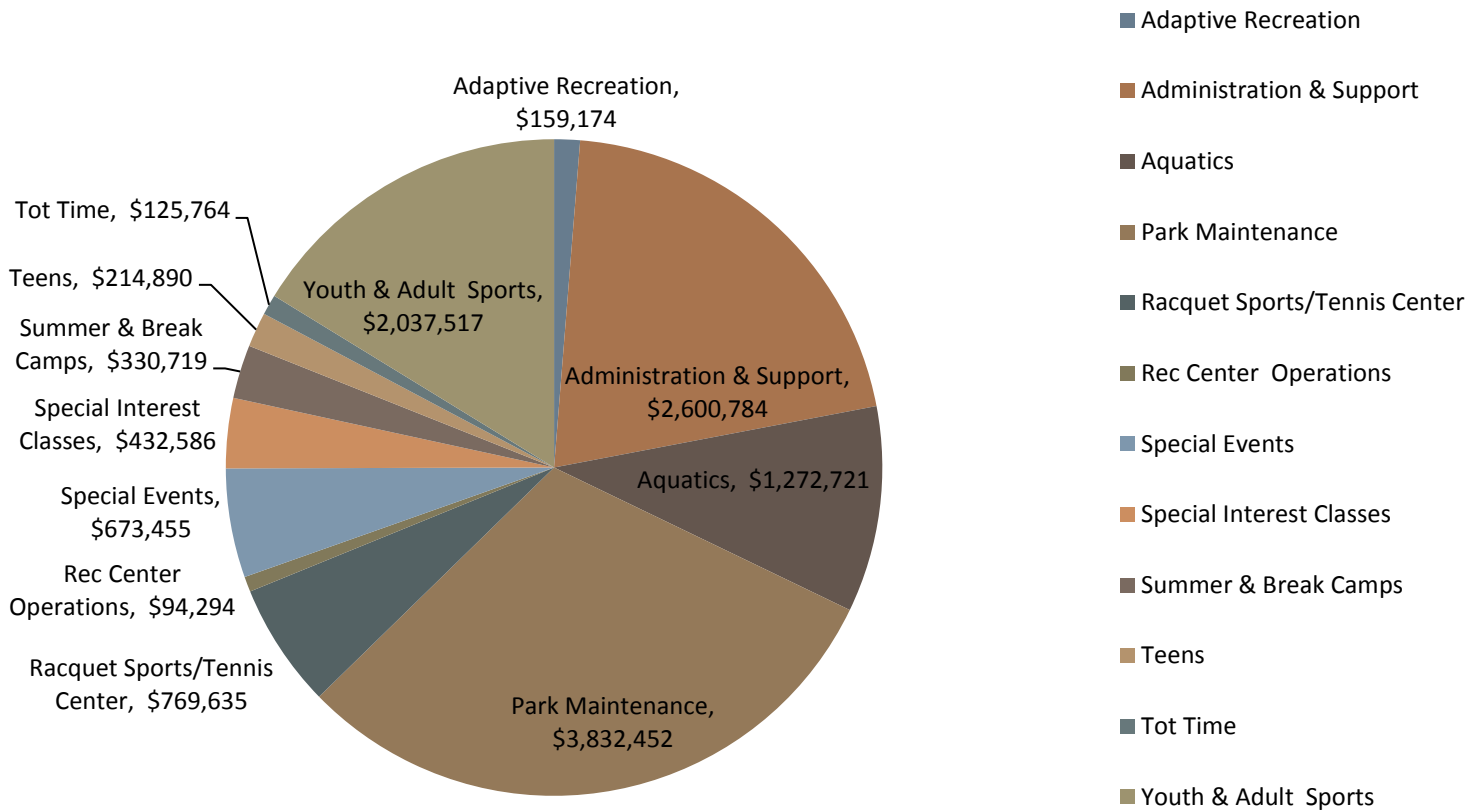
PARK AND RECREATION ANNUAL BUDGET

The Parks and Recreation Department has an operating budget of \$13.1M for the FY24 budget year. The majority of this operating budget is utilized for personnel, services and operating expenses for our programs.

The division’s operating budget is funded through the City’s general fund which is supplemented by revenues generated by user fees.

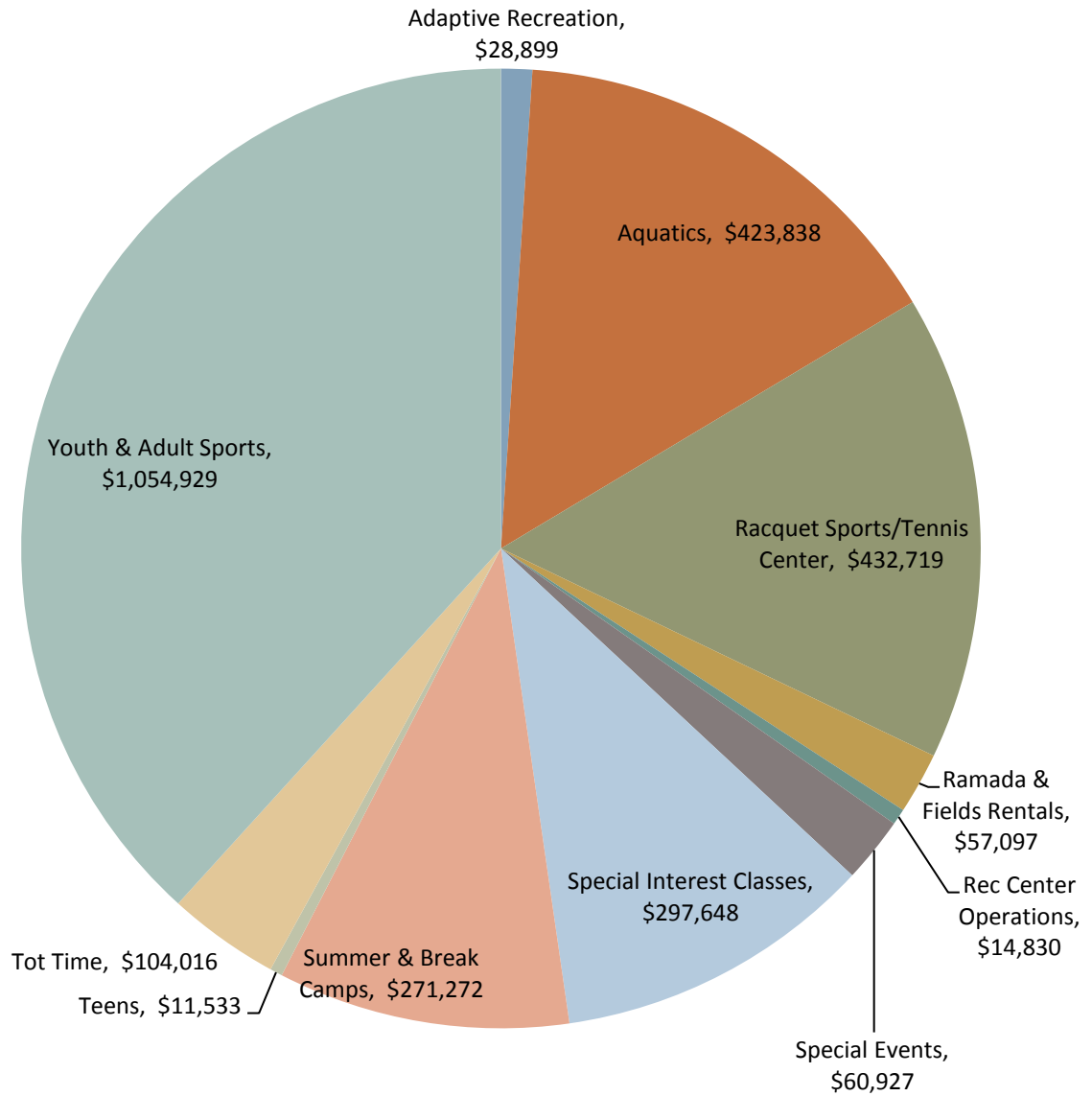
General Fund Actual Expenses FY 23

Total:\$12,544,000



General Fund Actual Revenues FY23

Total:\$2,758,000



- Adaptive Recreation
- Aquatics
- Racquet Sports/Tennis Center
- Ramada & Fields Rentals
- Rec Center Operations
- Special Events
- Special Interest Classes
- Summer & Break Camps
- Teens
- Tot Time
- Youth & Adult Sports

CITY OF SURPRISE PROGRAMS, ACTIVITIES AND SERVICES FEE STRUCTURE

The Parks and Recreation Department has developed the levels of service standards listed below to define the fee structure and the intended goal for direct cost recovery. Direct costs are defined as materials, supplies and part time staffing costs as well as any facility rental fees. Full time staff and city-owned property costs are not included in direct costs. This has been further defined in a fee philosophy standard operating procedure.

The below chart demonstrates that as programs, facilities and services move away from the benefit of the entire community and towards individual and specialized interests, the expected cost recovery increases. The City of Surprise’s has five levels of cost recovery.

City of Surprise Community & Recreation Services Pricing Model			
<p>Level 1: Considerable Community Benefit</p>	<p>These programs, services and facilities are free to the public because the community largely benefits from these programs, services and facilities through the general fund.</p>	<p>0% Direct Cost Recovery Fully Subsidized</p>	<ul style="list-style-type: none"> - Parks - Open Gym/Open Rec - Open Space & Trails - Community Special Events - Libraries
<p>Level 2: Mostly/Considerable Community Benefit</p>	<p>These programs, services and facilities cost a nominal fee because the community benefits from these programs, services and facilities through the general fund.</p>	<p>20-49% Direct Cost Recovery Mostly Subsidized</p>	<ul style="list-style-type: none"> - Tennis and Racquetball Admissions - Open Swim Admissions - Teen Programming - Signature Special Events - Adaptive Programs - Special Programs
<p>Level 3: Individual/Community Benefits</p>	<p>The programs and services in this category provide an ancillary benefit to the community at large but also have a positive impact to participants. These are beginner or introductory level programs. These programs are paid for partially by the general fund and partially by user fees.</p>	<p>50-75% Direct Cost Recovery Partially Subsidized</p>	<ul style="list-style-type: none"> - Youth Sports Leagues - Recreation Swim and Dive Team -Field Trips - Swim Lessons
<p>Level 4: Considerable Individual Benefit</p>	<p>These services are beginner and intermediate level programs. They are more specialized toward the interest of participants and most of the direct costs associated with these programs are paid for through user fees.</p>	<p>75-100% Direct Cost Recovery Minimally Subsidized</p>	<ul style="list-style-type: none"> -Youth Sports Camps - Competitive Sports -Special Interest Classes - Tennis Classes and Camps -Pickleball Programs -Private Swim Lessons -Licensed Day Care Programs
<p>Level 5: High Individual Benefit</p>	<p>These programs are almost exclusively for individual benefit and have little to no value to the community at large.</p>	<p>100% Direct Cost Recovery</p>	<ul style="list-style-type: none"> - Adult Sports/Leagues - Facility Rentals - Concession/Merchandise - Sports Tournaments

THE PARKS AND RECREATION DEPARTMENT PLANNING OVERVIEW

Developing an effective plan for providing recreation programs and services incorporate four critical areas of consideration – assessment, resident involvement, financing and evaluation.

The City must assess the viability of current programs, facilities and resources and focus on what is best for meeting the needs of the community and the organization.

Residents must be involved in both current and future recreation program and service planning. Resident input is essential to the overall success of the organization as it enhances processes, service offerings and community resources.

Short- and long-term financing is another essential planning consideration. An organization with well-conceived plans for capital projects, asset replacement, operations and financial management is more likely to remain fiscally stable and maximize alternative revenue potential.

Evaluation is a critical component to the success of an agency. Several types of evaluations can be utilized to garner constituent feedback. Without evaluations it is impossible to determine the success or failure of the program and services offered, measure progress and make improvements, or understand the needs of the residents.

UTILIZATION OF OTHER PLANNING DOCUMENTS

Assessment, resident involvement, financing and evaluation were key components in the developing an effective plan for providing recreation programs and services incorporate four critical areas of consideration – assessment, resident involvement, financing and evaluation. These documents include the Council Strategic Plan, the General Plan and the Parks and Recreation Master Plan.

City Council Strategic Plan provides a framework for establishing community priorities and focuses resources in achieving shared goals and outcomes that make Surprise a vibrant place for residents, business, and visitors – today and in the future.

PARKS AND RECREATION DEPARTMENT MAJOR INITIATIVES (MEASURABLE OBJECTIVES)

- Complete and update emergency plans and have all staff continue Incident Management Courses.
 - Desired Result: Be trained and prepared for variety of emergencies.
- Continue National Accreditation from CAPRA (Commission for Accreditation of Parks and Recreation Agencies).
 - Desired Result: Receive re-accreditation in 2024.
- Continue to update Parks and Recreation standard operating procedures and conduct training as necessary.
 - Desired Result: Complete Procedures Manual and offer 3 trainings.
 1. Safety
 2. Customer Service
 3. Internal processes
- Continue to work on goals of Parks and Recreation Master Plan which are to re-invest in current parks, promote active recreation, sports and sports tourism, and provide a connected park experience through the development of an overall connected park system framework and pursue opportunities to create and acquire new parks and open space.
 - Desired Result: Annex Flood control land within McMicken Channel that fall outside city limits.

- Complete a joint use agreement for park open space with Maricopa County for the McMicken Dam Conservation Area and the White Tank Mountain Regional Park North Trailhead.
 - Desired Result: continue to meet with Bureau of Reclamation and Central Arizona Water Conservation District representatives to discuss possible partnerships associated with establishing a Recreation Land Use Agreement along the CAP.
 - Desired Result: Continue to work with City Management on a bond for new parks or facilities such as an aquatic facility or recreation center.
 - Desired Result: Continue to work with Community Development and developers on acquiring park land either through a CFD or land donation and to provide public easements along trails.
 - Desired Result: Update the Parks and Recreation Master plan by 2025.
- Actively contribute to the success of the Original Town Site Redevelopment Project, ensuring good communication, providing connections, and addressing issues as they arise.
 - Desired Result: collaborate with the group on community and Council communication and outreach and provide support for the appropriate advancement of a project as needed. Parks and Recreation provided a wish list for future recreational needs for the area which include expanded library facility, special event space and additional indoor amenities for programming.

PARKS AND RECREATION DEPARTMENT PROGRAM OBJECTIVES

- Develop and implement a 3rd Party Facility Rental Process to include bi-annual field allocation meetings as well as adding mandatory background checks for all adults associated with user groups to the existing policy.
- Continue to develop and expand esports programming.
- Create and implement one new special program and a minimum of 3 new special interest classes at Ottawa University
 - Develop and coordinate programs that show an increase in participation and revenues associated with those programs.
- Create a vendor application and process for Food Trucks.

PARKS AND RECREATION SERVICES STRATEGIC GOALS

- Provide quality, cost effective and safe recreation programs to the community of Surprise.
- Provide safe and clean parks, trails, sports and recreation facilities to the residents of Surprise.
- Facilitate quality, affordable special events for the community.
- Parks and recreation open space and trails master planning development and implementation of health and wellness programs that promote and support personal health.
- Continue to provide support for or directly engage in activities that will help raise recognition of Surprise as a local, regional and statewide leader in local government operations.

PARKS AND RECREATION DIVISION OBJECTIVES (GOALS)

The Recreation Division is to provide residents with programs and services that enhance quality of life. This division is to ensure the following objectives will be followed and accomplished in 1-5 years:

General Department:

- Market the Worth of the Department and Services We Offer.
 - Objective: Engage in innovative marketing strategies that keep traditional customers engaged while attracting new ones.
- Annually review program portfolio to determine deficiencies and develop appropriate changes, if needed.
 - Objective: Maintain a 95% or higher customer satisfaction rating for all recreation programs.
- Attain National Re-Accreditation from the Commission for Accreditation of Park and Recreation Agencies.
 - Objective: This process will assist the department with creating higher standards and increasing efficiency in operational procedures and practices.

Aquatics & Special Events:

- SOP for swim lesson donations
 - Objective: Create and develop a scholarship program for swim lesson sponsorships by Jan 1 to implement for Spring of 2024.
- New Pool Programming & Budget
 - Objective: Create and develop one time and operating costs for new pool, asset replacement needs and schedule as well as programming outline with budget worksheets for FY25 budget review.
- Reformat Signature Events for FY24
 - Objective: Plan and successfully implement changes to event operations & logistic challenges faced for FY24 while staying in budget.

Park Maintenance:

- Register and apply for the ENVIRONMENTAL FACILITY CERTIFICATION PROGRAM through the Sports Field Management Association for Fields at Countryside.
- Have two staff complete the sustainable landscape management certification course through ACLP.
- Have two staff complete the playground safety training.
- Establish Standard Operating Procedures for cleaning and ballfield prepping for all parks.

SIC, Special Programs, Adaptive:

- Increase participation by 15%
 - Objective: Improve marketing by promotional booths at Youth Sports programming, Special Events, and Schools (Big dates: picture day, first and last day, Eggstravaganza, weekly lunch meetings at school, etc.) – at least 25 dates throughout fiscal year.
- Launch Esports program / restructure Open Rec by January 2024
 - Objective: Survey conducted by August 2023; restructure tasks for Coordinators by August 2023; marketing via social media, programming and rec centers, peach jar – if possible, etc.

- Revamp Sierra Montana Rec Center by April 2024
 - Objective: Quarterly submissions sent on status
- Training and growth for FT Staff
 - Objective: Find and participate in quarterly trainings for all FT staff within division

Sports:

- Create a Volunteer Coach incentive program.
 - Objective: Provide coach training videos, clinics and continuing education opportunities. Implement “Coach of the Season” award and recognize them in a league email, on the city website and social media. Develop a checklist that coaches must satisfy during the course of a season in order to receive a discounted rate or coach credit for the next season they coach.
- Develop and implement a retention/recognition program for part-time staff.
 - Objective: Improve on-boarding experience with one-on-one check-in mtgs after the first month of employment and bi-annually after that. Research other cities/agencies and HR department for best retention practices. Identify what we consider “above and beyond” and share with our staff. Survey to find out what type of recognition they would appreciate the most. Implement an annual appreciation/recognition event.
- Work with Sports & Tourism (S & T) and other agencies to find creative ways to utilize sponsorships for youth/adult sports programming.
 - Objective: Meet with S & T and research other cities/agencies to explore sponsorship options. Identify sponsors with the assistance of S & T and ultimately obtain partnerships with 2-3 sponsors.

PROGRAM SERVICE MANAGEMENT MATRIX

The Programs Service Matrix allows staff and the public to know what programs are offered, for what demographic and if they are leader or self-directed.

Division	Programs/Services	Self-Directed	Leader-Directed	Facilitated	Participant	Attendee	No Cost
Adaptive Rec	Buddy Tennis (ages 5 & up)		x		x		
Adaptive Rec	Buddy Baseball Spring (ages 4 & up)		x		x		
Adaptive Rec	Adaptive Family Fishing Derby (all ages)		x				x
Adaptive Rec	Buddy Bowling Session 1 (ages 5 & up)	x			x		
Adaptive Rec	Adaptive Friendsgiving & Turkey Trot (all ages)	x			x		
Adaptive Rec	Adaptive Family Fun Night (all ages)	x			x		
Adaptive Rec	Buddy Bowling Session 2 (ages 5 & up)	x			x		
Adaptive Rec	Adaptive Swim Lessons		x		x		
Adaptive Rec	Adaptive Arts and Crafts (ages 5 & up)		x		x		
Adaptive Rec	Adaptive Family Swim Party Spring (all ages)	x			x		
Adaptive Rec	Adaptive Family Swim Party Summer (all ages)	x			x		
Adaptive Rec	Adaptive Intro to Cooking Summer 1 (ages 8 & up)	x			x		
Adaptive Rec	Adaptive Intro to Cooking Summer 2 (ages 8 & up)	x			x		
Adaptive Rec	Special Olympic Softball (ages 18 & up)		x		x		
Adaptive Rec	Special Olympic Bocce (ages 8 & up)		x		x		
Adaptive Rec	Special Olympic Swim (ages 10 & up)		x		x		
Adaptive Rec	Buddy Baseball Fall (ages 4 & up)		x		x		
Adaptive Rec	Adaptive Family Fall Fest (all ages)	x			x		

Adaptive Rec	Adaptive Family Fishing Derby (all ages)		x				x
Adaptive Rec	Buddy Soccer (ages 4 & up)	x			x		
Adaptive Rec	Adaptive Winter Tree Decorating Party (all ages)	x					x
Adaptive Rec	Special Olympic Basketball (ages 8 & up)		x		x		
Adaptive Rec	Buddy Basketball (ages 4 & up)	x			x		
Adaptive Rec	Adaptive Intro to Cooking 3 (ages 8 & up)	x			x		
Adaptive Rec	Walk n' Roll Club (ages 8 & up)		x		x		
Adaptive Rec	Adaptive Pickleball League (5 & up)		x		x		
Adaptive Rec	Northwest Deaf Senior Citizen Social				x		x
Adaptive Rec	Adaptive Adult Socials (ages 16 & up)	x			x		
Adaptive Rec	Buddy Kickball (ages 4 & up)		x		x		
Adaptive Rec	Adaptive Yoga (ages 15 & up)		x		x		
Adaptive Rec	Adaptive Karate (ages 8 & up)		x		x		
Adaptive Rec	Monthly Masterpiece Art Contest (all ages)	x			x		
Adaptive Rec	Adaptive Family Fitness Day (all ages)		x		x		
Adaptive Rec	Adaptive Outreach Program (ages 5 & up)				x		x
Adaptive Rec	Special Olympic Topgolf (ages 10 & up)		x		x		
Sports - Adult	4-on-4 Adult Flag Football - Men's, Coed				x	x	
Sports - Adult	Adult Basketball - Men's				x	x	
Sports - Adult	Adult Softball Leagues - Men's, Coed, Women's				x	x	
Sports - Adult	Adult Kickball Leagues - Coed, Women's				x	x	
Sports - Adult	Adult Indoor Volleyball Leagues - Coed				x	x	
Sports - Adult	Adult Cornhole Tournaments - Mixed				x	x	
Sports - Adult	Adult Softball Leagues - Seniors Men's	x			x		
Sports - Adult	Adult Sports Free Agent Registration				x		x
Sports - Adult	Drop-in Basketball, Seniors	x					x
Sports - Adult	Drop-in Volleyball, Seniors						x
Sports - Youth	Volleyball Skills Class & Clinics, Boys, Girls (7-15)		x			x	
Sports - Youth	Basketball Skills Class & Clinics, Boys, Girls (5-15)		x			x	
Sports - Youth	Baseball Skills Classes & Clinics, Boys (ages 6-15)		x			x	
Sports - Youth	Softball Skills Classes & Clinics, Girls (ages 6-15)		x			x	
Sports - Youth	Football Skills Classes & Clinics, Boys, Girls (6-15)		x			x	
Sports - Youth	Soccer Skills Classes & Clinics, Boys, Girls (6-15)		x			x	
Sports - Youth	Lacrosse Skills Classes & Clinics, Boys, Girls (6-15)		x			x	
Sports - Youth	Speed and Agility Class, Boys, Girls (ages 6-15)		x			x	
Sports - Youth	Baseball Camp, Boys (ages 6-12)		x			x	
Sports - Youth	Softball Camp, Girls (ages 6-14)		x			x	
Sports - Youth	Cheer Camp, Girls, Boys (ages 6-13)		x			x	
Sports - Youth	Soccer Camp, Boys, Girls (ages 5-15)		x			x	
Sports - Youth	Football Camp, Boys, Girls (ages 7-15)		x			x	
Sports - Youth	Volleyball Camp, Girls (ages 7-15)		x			x	
Sports - Youth	Basketball Camp, Boys, Girls (ages 5-15)		x			x	
Sports - Youth	Flag Football Leagues, Boys, Girls (ages 5-15)		x			x	
Sports - Youth	Youth Soccer League, Boys, Girls (ages 4-17)		x			x	
Sports - Youth	Youth Kickball League, Boys, Girls (ages 4-15)		x			x	
Sports - Youth	Youth Basketball League, Boys, Girls (ages 5-17)		x			x	
Sports - Youth	Tee-Ball League, Boys, Girls (ages 4-6)		x			x	
Sports - Youth	Coach Pitch Baseball/Softball, Boys, Girls (6-8)		x			x	
Sports - Youth	Softball League, Girls (ages 9-16)		x			x	
Sports - Youth	Baseball League, Boys, Girls (ages 9-12)		x			x	

Sports - Youth	60/90 Baseball, Team, Boys, Girls (ages 13-15)		x		x		
Sports - Youth	60/90 Baseball, Individual, Boys, Girls (ages 13-15)		x		x		
Sports - Youth	Volleyball League, Girls, Boys (ages 7-17)		x		x		
Sports - Youth	Volleyball League, Boys (ages 13-16)		x		x		
Sports - Youth	Rec Plus Volleyball League, Girls (ages 12-17)		x		x		
Sports - Youth	Pitch, Hit, and Run, Boys, Girls (ages 7-14)				x		x
Sports - Youth	Home Run Derby, Boys, Girls (ages 7-14)				x		x
Parks	Asante Park	x					x
Parks	Bicentennial Park	x					x
Parks	Gaines Park	x					x
Parks	Marley Park	x					x
Parks	Section 10 Park	x					x
Parks	Sierra Montana Park	x					x
Parks	Stonebrook Park	x					x
Parks	Dick McComb Park	x					x
Parks	Three-Star Park	x					x
Parks	Veramonte Park	x					x
Parks	Community Park	x					x
Parks	Johnson Townhomes Park	x					x
Parks	The Fields at Countryside	x					x
Parks	Mark Coronado Park	x					x
Aquatics	Aqua Aerobics Deep		x		x		
Aquatics	Aqua Aerobics Shallow/Zumba		x		x		
Aquatics	Aquatics Adaptive Swim Lessons		x		x		
Aquatics	Diving Ducks		x		x		
Aquatics	Aquatics Jr. Lifeguard Training		x		x		
Aquatics	Seals & Pups		x		x		
Aquatics	Shrimps		x		x		
Aquatics	Guppies		x		x		
Aquatics	Minnows		x		x		
Aquatics	Sea Horses		x		x		
Aquatics	Sea Turtles		x		x		
Aquatics	Sea Otters		x		x		
Aquatics	Sea Lions		x		x		
Aquatics	Dolphins		x		x		
Aquatics	Aquatics Private Swim Lessons		x		x		
Aquatics	Dive In Movies	x			x		
Aquatics	Itty Bitty Beach Party	x			x		
Aquatics	4th of July Pool Party	x			x		
Aquatics	Pumpkin Splash	x			x		
Aquatics	Lifeguard Training		x		x		
Aquatics	Recreation Dive Team		x		x		
Aquatics	Hollyhock Community Pool	x			x		
Aquatics	Surprise Aquatic Center	x			x		
Aquatics	Surprise Aquatic Center Rentals				x	x	
Aquatics	Hollyhock Community Pool Rentals				x	x	
Aquatics	Surprise Aquatic Center DUSD Use				x		x
Aquatics	Recreational Swim Team Swordfish		x		x		

Aquatics	Recreational Swim Team Tsunami		x		x		
Aquatics	Swim Lesson Instructor Course		x		x		
Aquatics	USA Storm Annual Registration Fee		x		x		
Aquatics	USA Storm Stroke School		x		x		
Aquatics	USA Storm Bronze Group		x		x		
Aquatics	USA Storm Silver Group		x		x		
Aquatics	USA Storm Gold Group		x		x		
Aquatics	USA Storm Senior 1 Group		x		x		
Aquatics	USA Storm Senior 2 Group		x		x		
Special Interest	All Levels Yoga		x		x		
Special Interest	Arizona Game and Fish Backyard Wildlife		x		x		
Special Interest	Art Workshops		x		x		
Special Interest	Baker's MMA Youth Jiu Jitsu		x		x		
Special Interest	Baker's MMA Youth Kickboxing				x		
Special Interest	Baker's MMA Jiu Jitsu		x		x		
Special Interest	Baker's MMA Kickboxing		x		x		
Special Interest	Baker's MMA Ladies Jiu Jitsu		x		x		
Special Interest	Baker's MMA Ladies Kickboxing		x		x		
Special Interest	Bling Tour Baby Gems Ballet/Tap/Jazz		x		x		
Special Interest	Bling Tour Little Gems Ballet/Tap/Jazz		x		x		
Special Interest	Bling Tour Beginning Ballerinas		x		x		
Special Interest	Bling Tour Beginning Cheer		x		x		
Special Interest	Bling Tour Beginning GEMnastics		x		x		
Special Interest	Bling Tour Beginning Urban Groove (Hip-Hop)		x		x		
Special Interest	Bling Tour Gymnastic Gems		x		x		
Special Interest	Bling Tour Intermediate GEMnastics		x		x		
Special Interest	Bling Tour Junior Ninjas in Training		x		x		
Special Interest	Bling Tour Little Ninjas in Action		x		x		
Special Interest	Bling Tour Little Ninjas in Training		x		x		
Special Interest	Bling Tour Ninjas in Training		x		x		
Special Interest	Bling Tour - Cheer & TumBling Classes		x		x		
Special Interest	Child and Babysitting Safety Class		x		x		
Special Interest	Cross Lifeline CPR & 1st Aid Training		x		x		
Special Interest	Dog Training by Legend Acres Advanced		x		x		
Special Interest	Dog Training by Legend Acres Fundamentals		x		x		
Special Interest	Dog Training by Legend Acres Intermediate		x		x		
Special Interest	Fencing		x		x		
Special Interest	Herpetology: Reptile and Amphibian classes		x		x		
Special Interest	Ice Skating Parent & Child		x		x		
Special Interest	Ice Skating Basic Ice Skating		x		x		
Special Interest	Ice Skating Ice-Tots		x		x		
Special Interest	Ice Skating Teen/Adult Basic Ice Skating		x		x		
Special Interest	Kajukenbo Grappling & MMA Teen/Adult		x		x		
Special Interest	Kajukenbo Grappling & MMA Youth		x		x		
Special Interest	Korean Swordsmanship Black Belts		x		x		
Special Interest	Korean Swordsmanship Teens/Adults		x		x		
Special Interest	LEGO-Themed Specialty Camps		x		x		

Special Interest	Pee Wee Soccer Level 1		x		x		
Special Interest	Pee Wee Soccer Level 2		x		x		
Special Interest	Pee-Wee Basketball		x		x		
Special Interest	Pee-Wee Football		x		x		
Special Interest	Pee-Wee T-Ball		x		x		
Special Interest	Skateboarding Class		x		x		
Special Interest	Steppin' Out - Mini Ballet Tap		x		x		
Special Interest	Steppin' Out -Fairytale Ballet		x		x		
Special Interest	Steppin' Out -Hip Hop		x		x		
Special Interest	Steppin' Out -Mini Fairytale Ballet		x		x		
Special Interest	Steppin' Out -Musical Theater		x		x		
Special Interest	Surprise Adult Dance		x		x		
Special Interest	Surprise Angels Stretch & Strengthening		x		x		
Special Interest	Surprise Angels - Summer Camp Full Week		x		x		
Special Interest	Surprise Angels Intro to Gymnastics		x		x		
Special Interest	Surprise Angels Lil' Ninjas		x		x		
Special Interest	Surprise Angels Tykes		x		x		
Special Interest	Surprise Karate Academy		x		x		
Special Interest	Tae Kwon Do		x		x		
Special Interest	Team 4 Kids Fun with Food		x		x		
Special Interest	Team 4 Kids Grow and Move with Me		x		x		
Special Interest	Team 4 Kids Messy Play		x		x		
Special Interest	Team 4 Kids Mighty Mites		x		x		
Special Interest	Team 4 Kids Parent Playtime		x		x		
Special Interest	TumbLOLogY-Preschool		x		x		
Special Interest	TumbLOLogY-Youth		x		x		
Special Program	Tot Olympics		x		x	x	
Special Program	Cookies & Crafts with Santa	x			x		
Special Programs	Cookies and Crafts with Mrs. Bunny	x			x		
Special Programs	Family Kickball Tournament	x			x		
Special Programs	Family Valentines Dance	x			x		
Special Programs	Itty Bitty Open	x			x		
Special Programs	Monster Bash and Pumpkin Patch	x			x		
Special Programs	Surprise Talent Show	x			x	x	
Teen Programs	Teen Nights			x	x		
Teen Programs	Open Recreation at Sierra Montana	x					x
Teen Programs	Teen Adventures			x	x		
Teen Programs	Teen Tournaments			x	x		
Sierra Montana	Sierra Montana Recreation Center Rental	x			x		
Countryside	Countryside Recreation Center Rental	x			x		
Youth Camps	Fall Break Camp		x		x		
Youth Camps	Winter Break Camp		x		x		
Youth Camps	Spring Break Camp		x		x		
Youth Camps	Thanksgiving Break Camp		x		x		
Youth Camps	Summer Camp at Countryside		x		x		
Youth Camps	Summer Camp at Sierra Montana		x		x		
Tot Time	Sierra Montana Tot Time		x		x		
Tot Time	Countryside Tot Time		x		x		

OUTREACH

The Parks and Recreation Department works with other city departments, local school districts and community organizations to identify and provide for the underserved residents in our community. We reach the underserved in our community in the following ways:

- Parks and Recreation has worked closely with other departments and city management to bring new facilities and programs to the original town site. Parks and Recreation met with and provided a wish list for future recreational needs for the area to include special event space, new and expanded library and classroom opportunities and other recreation amenities.
- Parks and Recreation has collaborated with other departments, city management, and Dysart Unified School District find ways to promote early childhood development through literacy, play, and social growth. With the intention of doing buddy partner reading throughout the school year. Also, provided training and development opportunities through Southwest Human Development contact.
- The Parks and Recreation Division offers licensed day care camps at two recreation centers, in the summer months and during school breaks (fall, Thanksgiving, winter, and spring). Also offered are three licensed Tot-Time programs (day care) for 3-5 year olds, throughout the school year. The Department of Economic Security provides assistance to qualifying low-income families based on a sliding scale.
- The Recreation Division offers and maintains a youth scholarship program that subsidizes youth participation in recreational programs based on income.
- During all camps and Tot Time the City of Surprise Parks and Recreation department partners with other city departments, businesses, and local instructors such as: Home Depot, Wal Mart, Surprise Tennis and Racquet Complex, Economic Development, PD, Fire, Kajukenbo, Ewa Fencing, and Lowes to offer demonstrations and activities to all registered participants.
- The Recreation Division collaborates with other Youth Councils to cover teen “hot topics” at Debate Nights, host future Teen Summits, and attend quarterly meetings at each location.
- The City of Surprise Parks and Recreation Department focuses on youth and teen development services through the Surprise Youth Council. The Surprise Youth Council focuses on initiatives each year that allow teens to discover, unite, serve, solve, learn, and collaborate. Some initiatives that have been accomplished this year: Saturday Night Lights, Teen Entrepreneurship classes that led to a booth opportunity at Eggstravaganza, Study Nights, Surprise Scoop magazine, interviews with Council Members, and Movie Nights. The Youth Council has also worked with local schools, Mayor and Council, and other city departments to provide youth the opportunity to say the pledge at Council Meetings, support at Dysart’s Athlete of the Month assemblies,

designing the teen space at the library, art judging for the Arts and Culture Commission, pumpkin painting and booth at Gain Night, etc.

- The Recreation Division also partners with local non-profit agencies, other city departments, and local instructors to host Sensitive Santa, Adaptive Family Fishing Derby, and Adaptive Family Fitness events, which allow families to learn about additional supports in a fun, safe, family environment.
- The Recreation Division through a partnership with the Dysart School District offers an Outreach Sports Day with the Adaptive P.E. classes from the District Schools. Various grade levels participate in Sports Days 8-10 times throughout the school year at DreamCatcher Park.
- The Recreation Division holds an annual Adaptive Holiday Tree Decorating party each December. Various self-contained classes from area schools as well as participants from local care facilities and Adaptive Recreation programming work on ornaments throughout the year. Trees are provided at this event for participants to come and decorate with their self-made ornaments. Refreshments, entertainment and games are also provided for the 500-600 participants.

PROGRAM EVALUATION/REPORT

All programs and services are evaluated utilizing a variety of methods including customer input, paper and electronic surveys, personal interaction, registration numbers, local and national trends, public meetings, advisory boards, meeting reports, website traffic, social media comments and through feedback and direction of the Park and Recreation Advisory Commission before, during and after programs and activities are hosted. The evaluations are compiled into a program report and the conclusion of each program, service or activity. Program evaluations are tracked on an excel spreadsheet by Management.

Program reports include:

- Title of program/event/service
- Age/demographic of served population
- Date(s) and location(s) of program/event/service
- Participation statistics with previous years' comparison statistics
- Supplies used
- Volunteers who assisted
- Staffing budget
- Program budget vs. actual budget
- Participant survey evaluation
- Goals for next year
- Attach any and all marketing information or other pertinent information

NEW RECREATION PROGRAM OR SERVICE REVIEW PROCEDURE

Purpose: The purpose of this procedure is to outline the steps required to submit and respond to a request for a new recreation program or service

Scope: The procedure applies to all recreation program or service requests submitted for consideration to the Recreation Department.

Procedure:

- A. Administer New Recreation program or service request form.

Upon development or receipt of a request for a new recreation program or service, the recreation department staff member or requesting individual shall complete a new recreation program or service request form. The completed form shall be provided to the Director of Recreation for review.

- B. Evaluate New Recreation Program or Service Request Form.

The completed form is evaluated by the director of Recreation. A New Program or Service Evaluation sheet is completed for each form, measuring the proposed program or service against a series of questions, including the department mission and core values.

- C. Approve or Deny Request

The Director of Recreation will review the completed request form and evaluation sheet with Program Management Staff. The group will recommend to approve the program/service, or deny the request based upon the results of the evaluation. A response will be given to the person who submitted the request form indicating whether the program or service will be implemented.

- D. If the program or service is approved the information will be forward to the appropriate program manager to begin implementation.

RECREATION AND LEISURE TRENDS ANALYSIS

The Park and Recreation Department conducts a Recreation and Leisure Trends Analysis as part of the Parks, Trails and Open Spaces Master Plan every 10 years. The plan analyzes community demographics, anticipated growth, communication, programming and facility trends.

PARKS AND RECREATION PARKS AND FACILITIES INVENTORY

Parks	Amenities (L) - Lights	Ramada Size
Asante Park 16763 W. Vereda Solana Dr. Community Park 6 AM – 10 PM 52.60 acres	<ul style="list-style-type: none"> • 5 Ramadas w/ picnic tables & BBQ's • Restrooms • 2 Playgrounds • Drinking fountains • 2 Soccer Fields (L) 	<ul style="list-style-type: none"> • 2 Softball/Baseball Fields (L) • 4 Hoop-Basketball Courts (L) • Walking paths • Lighted World War II Memorial (2) Large (2) Large
Bicentennial Park 16705 N. Nash St. Neighborhood Park 6 AM – 10 PM 17.94 acres	<ul style="list-style-type: none"> • 2 Ramadas w/ picnic tables & BBQ's • Restrooms • Playground with shade • Drinking fountains • Softball Field (L) 	<ul style="list-style-type: none"> • Half basketball court (L) • Walking path w/ exercise stations • Community Garden (operated by Benevilla) (2) Large
Community Park 16089 N. Bullard Ave. Community Park 6 AM – 10 PM 59.75 acres	<ul style="list-style-type: none"> • 10 Ramadas w/ picnic tables & BBQ's • Restrooms • Playground • Drinking Fountains • 4 Hoop basketball courts (L) • 2 Sand volleyball courts (L) • 16 Pickleball courts (L) • 5 Acre fishing lake w/ new lake edge <ul style="list-style-type: none"> • Fishing license required for 10yrs + 	<ul style="list-style-type: none"> • North & South parking lots • Walking Paths (L) • Veterans Memorial • Dog Park (2 separate fenced areas) <ul style="list-style-type: none"> • Ramadas w/ picnic tables • Drinking fountains • Shade • Doggie bag stations • Dog park closed Wednesdays 9am-2pm (4) Large (6) Small
Dick McComb City Park 17894 W. West Park Blvd. Community Park 6 AM – 10 PM 51.94 acres	East Park <ul style="list-style-type: none"> • 2 Ramadas w/ picnic tables & BBQ's • Restrooms • 2 Playgrounds w/ shade • Drinking fountains • Basketball courts (L) • Splash pad (open Apr 1- Nov 1) • Skate Park w/ fence (L) • Walking paths 	West Park <ul style="list-style-type: none"> • Restrooms • 4 Softball fields (L) • Dog Park (L) <ul style="list-style-type: none"> • 3 separate areas • Drinking fountains • Doggie bag stations (2) Small
Gaines Park 15837 N. Nash St. Neighborhood Park 6 AM – Dusk 5 acres	<ul style="list-style-type: none"> • 1 Ramada w/ picnic tables & BBQ's • Restrooms • Playground 	<ul style="list-style-type: none"> • Drinking fountain • Multi-purpose Field (L) • Softball Field (L) (1) Large
Johnson Townhome 16255 N. Desert Sage St. Pocket Park 6 AM – Dusk 0.64 acres	<ul style="list-style-type: none"> • Playground • Park Bench 	N/A
Mark Coronado Park 15960 N. Bullard Ave. 6 AM – Dusk 8 acres	<ul style="list-style-type: none"> • Restroom • Multipurpose field for youth sports • Spring training overflow • Event Space • Lights 	N/A

Marley (Heritage) Park 15703 W. Sweetwater Ave. Community Park 6 AM – 10 PM 27.62 acres	<ul style="list-style-type: none"> • 5 Ramadas w/ picnic tables & BBQ's • 1 Pavilion • Restrooms • Playground • Drinking fountains • 2 Softball fields (L) 	<ul style="list-style-type: none"> • Splash Pad (open Apr 1- Nov 1) • North and South parking lot • Amphitheater • Bike racks • Walking paths • Rose garden w/ seating area 	(1) Pavilion (L) (1) Large (4) Small
Section 10 24303 N. 183 rd Ave. Pocket Park 6 AM – Dusk 1.02 acres	<ul style="list-style-type: none"> • 2 ramadas with picnic tables & BBQ's • Drinking fountain • Multi-purpose field • Half basketball court • Sand volleyball pit 		(2) Small
Sierra Montana Park 17680 W. Spring Ln. Neighborhood Park 6 AM – Dusk 9.80 acres	<ul style="list-style-type: none"> • 2 Ramadas w/ picnic tables & BBQ's • Playground • Drinking fountain • Multi-purpose field/ backstop fence 	<ul style="list-style-type: none"> • 4 Hoop basketball courts • 3 Sand volleyball courts • Walking path 	(2) Small
Stonebrook Park 14431 W. Ely Dr. Pocket Park 6 AM – Dusk 2.75 acres	<ul style="list-style-type: none"> • 2 picnic tables • Playground w/ shade • Open turf 		N/A
The Fields @ Countryside 15263 W. Greenway Rd. City Programmed Park 6 AM – Dusk 12.5 acres	<ul style="list-style-type: none"> • Multi-purpose fields (L) • Restrooms • Playground 		N/A
Three Star Park 15825 N. Jerry St. Pocket Park 6 AM – Dusk 0.94 acres	<ul style="list-style-type: none"> • Ramada w/ picnic tables & BBQ's • Restrooms • Playground w/ shade • Drinking fountain 	<ul style="list-style-type: none"> • Multi-purpose Field • Basketball Court • Sand volleyball Pit 	(1) Small
Veramonte Park 12741 N. 140 th Ln. Neighborhood Park 6 AM – 10 PM 8.58 acres	<ul style="list-style-type: none"> • 1 Ramada w/ picnic tables & BBQ's • Restrooms • Playground • Drinking fountain • Multi-purpose Field 	<ul style="list-style-type: none"> • Softball Field • Splash Pad (open Apr 1- Nov 1) • Parking lot • Lighting stubbed out for future soccer & softball lighting 	(1) Large

Facilities	Amenities	
Dreamcatcher Park 14534 W. Tierra Buena Ln. Hours vary	<ul style="list-style-type: none"> • Accessible field • Shaded Seating • Restrooms/concession area 	
Countryside Recreation Center 15038 N. Parkview Pl. Hours vary	<ul style="list-style-type: none"> • 14,000 sq ft • Multipurpose Gymnasium • Dance/Aerobic Room • (2) classrooms • Restrooms • Office 	
Sierra Montana Recreation Center 14861 N. Spring Ln. Hours vary	<ul style="list-style-type: none"> • 10,000 sq ft • Multipurpose Room • Dance Room • Game Room • Study Room • (3) Classrooms • Teen Lounge • Playground 	
Villanueva Recreation Center 15660 N. Hollyhock St. Hours vary	<ul style="list-style-type: none"> • 10,100 sq ft • Multipurpose Gymnasium • Restrooms • Office 	
Hollyhock Community Pool 15808 N. Hollyhock St 623.222.2530 Hours vary during summer	<ul style="list-style-type: none"> • Zero Depth Area w/ Water Play Features • Water Splash Pad w/ Play Features • Water Slide • 3-Lane 25 yd lap pool • Concession area • Restrooms/showers 	
Surprise Aquatic Center 15831 N. Bullard Ave. 623.222.2500 Open year round/ hours vary	<ul style="list-style-type: none"> • Zero Depth Area w/ Water Play Features • (2) Slides – 1 Flume/1Tunnel • Vortex Whirlpool • Classroom • 8 lane, 25 yard Pool • Diving Well • (2) 1-Meter Boards • Concession area • Restrooms/showers 	
Tennis & Racquet Complex 14469 W. Paradise Ln. Open year round/ hours vary	<ul style="list-style-type: none"> • 25 Tennis Courts (Lighted) • 2 Indoor Racquetball Courts • Table Tennis Room • Locker Rooms • Tennis Store • Snack Bar 	
Youth Baseball Complex 15565 N Parkview Place Hours vary based on programming	<ul style="list-style-type: none"> • (3) Youth Baseball Fields • Restroom and Concession Facilities • (2) Warm-up Areas • Vending Machine (Soda) • Bleacher Seating • Sun Shades (Dug outs only) 	