



**CITY OF SURPRISE**  
**Boards and Commissions Nominations Committee**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**

Monday, September 29, 2025 @ 12:00 PM  
**OVERFLOW CONFERENCE ROOM**

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Boards and Commissions Nominations Committee

**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:**

- 1. Citywide      Consideration and action to approve the minutes of the Boards and Commissions Nominations Committee meeting held on September 22, 2025.      City Clerk

**REGULAR AGENDA ITEM - NON-PUBLIC HEARING:**

- 2. Citywide      The Boards & Commissions Nominations Committee will conduct interviews for the following commissions: (1) Vacancy on the Audit Committee, Term Expiration June 30, 2027, (1) Vacancy on the Library Advisory Commission, Term Expiration June 30, 2029 (2) Vacancies on the Parks & Recreation Advisory Commission, Term Expiration June 30, 2029; (1) Vacancy of the Board of Trustees, Term Expiration June 30, 2029.      City Clerk
- 3. Citywide      The Boards & Commissions Nominations Committee will review and consider recommendations for appointment or reappointment for the following commissions: (1) Vacancy on the Audit Committee, Term Expiration June 30, 2027, (1) Vacancy on the Library Advisory Commission, Term Expiration June 30, 2029 (2) Vacancies on the Parks & Recreation Advisory Commission, Term Expiration June 30, 2029; (1) Vacancy of the Board of Trustees, Term Expiration June 30, 2029.      City Clerk
- 4. Citywide      Discussion regarding attendance for various commissions, referral by City Clerk pursuant to City Code Article VIII Sec. 2-295 (8).      City Clerk

- G. Other Business and Future Agenda Items

H. Adjournment

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KRISTI PASSARELLI, CITY CLERK

POSTED: Wednesday, September 24, 2025 at 10:30pm

**SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR CLERK@SURPRISEAZ.GOV, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.**



**CITY OF SURPRISE**  
**Boards and Commissions Nominations Committee**

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Council Meeting Date: September 29, 2025  
Submitting Department: City Clerk  
Staff Recommendations:

Contact Person:  
District: Citywide

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

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**Agenda Wording:**

Consideration and action to approve the minutes of the Boards and Commissions Nominations Committee meeting held on September 22, 2025.

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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:**

1. DRAFT 092225 Boards and Commissions Nominations Committee MINUTES
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**CITY OF SURPRISE**  
**Boards and Commissions Nominations Committee**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
 Monday, September 22, 2025 @ 2:00 PM  
**OVERFLOW CONFERENCE ROOM**  
**SUMMARY MINUTES**

- A. Call To Order @ 2:04 PM
- B. Roll Call: **PRESENT: CHAIR NICK HANEY**  
**BOARDMEMBERS JOHNNY MELTON & EARLE GREENBERG**
- C. Pledge of Allegiance led by Chair Nick Haney
- D. Current Events and Reports N/A
- E. Staff Reports N/A
- F. Boards and Commissions Nominations Committee

**CALL TO THE PUBLIC: No members of the public were present.**

**CONSENT AGENDA:**

Motion to approve the consent agenda by Boardmember Johnny Melton; Seconded by Boardmember Earle Greenberg.

**VOTE 3 YES 0 NO**

- |    |          |  |  |
|----|----------|--|--|
| 1. | Citywide | Consideration and action to approve the minutes of the Boards & Commissions Nominations Committee meeting of May 13, 2025. | <b>APPROVED</b><br>Kristi Passarelli<br>City Clerk |
|----|----------|--|--|

**REGULAR AGENDA ITEM - NON-PUBLIC HEARING:**

- |    |          |   |   |
|----|----------|---|---|
| 2. | Citywide | The Boards & Commissions Nominations Committee will conduct interviews for the following commissions: (1) Vacancy on the Audit Committee - Term Expiration June 30, 2027, (3) Vacancies on the Library Advisory Commission, (1) Vacancy of the Board of Trustees, (3) Vacancies on the Parks & Recreation Advisory Commission; (1) Vacancy on the Judicial Selection Advisory Commission; (1) Vacancy of the Veterans, Disability and Human Services Commission.                          | <b>NO ACTION</b><br>Kristi Passarelli<br>City Clerk |
| 3. | Citywide | The Boards & Commissions Nomination Committee will review applications for Appointment and/or Reappointment for the following: (1) Vacancy on the Audit Committee - Term Expiration June 30, 2027, (3) Vacancies on the Library Advisory Commission, (1) Vacancy of the Board of Trustees, (3) Vacancies on the Parks & Recreation Advisory Commission; (1) Vacancy on the Judicial Selection Advisory Commission; (1) Vacancy of the Veterans, Disability and Human Services Commission. | City Clerk  |

Staff for Parks & Recreation, Library and VDHS commissions were present during the interviews. The committee interviewed multiple applicants.

The committee reviewed the applications/interviews for consideration for reappointment and made the following recommendations for council consideration:

A motion was made by board member Greenberg to Reappoint Michael Wallace to the Parks and Recreation Commission for the 4 year term. The motion was seconded by board member Melton.

**VOTE: 3 YES 0 NO**

A motion was made by board member Greenberg to Reappoint Madelyn Pritchard to the Judicial Selection Advisory Commission for the 4 year term. The motion was Seconded by board member Melton. **VOTE: 3 YES 0 NO**

A motion was made by board member Greenberg to Reappoint Charles Manuel to the Veterans Disability Human Services Commission for the 4 year term. The motion was Seconded by board member Melton. **VOTE: 3 YES 0 NO**

A motion was made by board member Melton to Reappoint Desiree VanLoon and Kady McCarthy to the Library Advisory Commission for the 4 year term. The motion was Seconded by board member Greenberg. **VOTE: 3 YES 0 NO**

There were no additional recommendations made and no further discussion.

City Clerk Kristi Passarelli, noted there is an additional meeting for interviews scheduled for Monday, September 29, 2025, to continue the process to fill the remaining vacancies.

G. Other Business and Future Agenda Items - None

H. **Adjournment @ 3:32 PM**

Motion to adjourn by Boardmember Johnny Melton  
Seconded by Boardmember Earle Greenberg

**The minutes were prepared by Kristi Passarelli, City Clerk / Board Secretary**

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**Committee Chair Nick Haney      Date**

**ATTEST:**

\_\_\_\_\_  
**Kristi Passarelli, City Clerk      Date**



CITY OF SURPRISE  
Boards and Commissions Nominations Committee

Council Meeting Date: September 29, 2025  
Submitting Department: City Clerk  
Staff Recommendations:

Contact Person:  
District: Citywide

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

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**Agenda Wording:**

The Boards & Commissions Nominations Committee will conduct interviews for the following commissions: (1) Vacancy on the Audit Committee, Term Expiration June 30, 2027, (1) Vacancy on the Library Advisory Commission, Term Expiration June 30, 2029 (2) Vacancies on the Parks & Recreation Advisory Commission, Term Expiration June 30, 2029; (1) Vacancy of the Board of Trustees, Term Expiration June 30, 2029.

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**Motion:**

No Action

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**Background:**

The committee made recommendations for reappointment for 1 of 3 positions on the Parks and Recreation Advisory Commission for terms that expired on June 30, 2025. Those recommendations will be sent to Council for approval on October 21, 2025. Two positions remain up for consideration for either the reappointment of the current commissioner or appointment of a new member. These 2 positions had terms that expired on June 30, 2025. The appointment would be for a four year term.

The Board of Trustees position term expired on June 30, 2025 and is up for consideration for either the reappointment of the current commissioner or appointment of a new member to a four year term.

The Audit Committee and the Library Commission each have 1 vacancy to be filled due to resignation of their commissioners at the term end of June 30, 2025 not seeking reappointment.

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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:**

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**CITY OF SURPRISE**  
**Boards and Commissions Nominations Committee**

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Council Meeting Date: September 29, 2025  
Submitting Department: City Clerk  
Staff Recommendations:

Contact Person:  
District: Citywide

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

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**Agenda Wording:**

The Boards & Commissions Nominations Committee will review and consider recommendations for appointment or reappointment for the following commissions: (1) Vacancy on the Audit Committee, Term Expiration June 30, 2027, (1) Vacancy on the Library Advisory Commission, Term Expiration June 30, 2029 (2) Vacancies on the Parks & Recreation Advisory Commission, Term Expiration June 30, 2029; (1) Vacancy of the Board of Trustees, Term Expiration June 30, 2029.

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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:**

**FTE Impact:**

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**ATTACHMENTS:**

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**CITY OF SURPRISE**  
**Boards and Commissions Nominations Committee**

Council Meeting Date: September 29, 2025  
Submitting Department: City Clerk  
Staff Recommendations:

Contact Person:  
District: Citywide

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

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**Agenda Wording:**

Discussion regarding attendance for various commissions, referral by City Clerk pursuant to City Code Article VIII Sec. 2-295 (8).

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**Motion:**

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**Background:**

Summary: City Code requires the Nomination Committee to coordinate with the presiding officer of the board or commission and the member having an attendance issue to attempt resolution. If a resolution is not achieved, the committee shall send a report of findings and conclusions along with recommendation to city council for consideration and action.

Arts & Culture holds monthly meetings. Commissioner Wallgren has missed 4 meetings this year as follows: March 3, May 5, June 3 July 30. (no meeting was held in April). The absences on June 3, and July 30 were noted as unexcused, the others were excused due to work.

Parks & Rec holds quarterly meetings. Commissioner Samaniego has missed all meetings since January 2024 as follows: January 22 (was not able to attend/this meeting was canceled); April 28 (excused Work); August 26 (no specified reason); October 28 (excused Work); April 29, 2025 (absent). Mr. Samaniego submitted an application for Reappointment, however he has not responded to multiple requests to interview sent by the City Clerk.

Board of Trustees holds quarterly meetings. Board member Renee Pastor has attended only 1 meeting of the last 5 as follows: August 27 (unexcused), June 4 (unexcused) March 5 (excused) August 28, 2024 (unexcused); June 5, 2024 (excused) Ms. Pastor was present for the December 4, 2024 and the March 6, 2024 meeting. Ms. Pastor submitted an application for reappointment. Originally scheduled for interview May 13, 2025, canceled that day and has not responded to follow up requests to interview sent by the City Clerk.

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**Objective Analysis:**

If any member of a public body accrues two consecutive, or three unexcused absences in any six-month period, the matter will be promptly referred to the boards and commissions nomination committee by

the City Clerk.

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**Policy Compliant:**

Notice and documentation has been provided to the City Clerk regarding multiple absences.

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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