



**CITY OF SURPRISE  
Parks and Recreation Advisory Commission  
15960 N Bullard Ave**

Monday, October 27, 2025 @ 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 April 28, 2025  | Parks and Recreation |
| 2. | Internal                               | Discussion, consideration and action on setting future Parks and Recreation Advisory Commission regular meeting dates for 2026.      | Parks and Recreation |
| 3. | Citywide                               | Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Chair.                             | Parks and Recreation |
| 4. | Citywide                               | Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Vice-Chair.                        | Parks and Recreation |
| 5. | Internal                               | Discussion and overview pertaining to the City of Surprise Parks & Recreation Master Plan Update                                     | Parks and Recreation |
| 6. | Internal                               | Discussion, presentation, and action pertaining to the new proposed City of Surprise Parks & Recreation Dog Park Membership Program. | Parks and Recreation |
| 7. | Internal                               | Presentation pertaining to City of Surprise Parks & Recreation Facility Usage & Field Allocation                                     | Parks and Recreation |
| G. | Other Business and Future Agenda Items |  |                      |
| H. | Adjournment                            |  |                      |

POSTED: Friday, October 24th 2025 @10:00am

**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  
Parks and Recreation Advisory Commission**

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Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Citywide  
Staff Recommendations:

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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 minutes from April 28, 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:**

**FTE Impact:**

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**ATTACHMENTS:**

1. 4.28.25 Minutes
-

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

**Meeting Minutes**

Monday, April 28, 2025 @ 6:00 PM

Oasis Swim Center- Community Room  
12361 N Perryville Rd. SURPRISE, ARIZONA 85388

**CALL TO ORDER**

**A. Call to Order**

**B. Roll Call**

Members: Chair Brent Bailey, Matthew Ives, Michael Wallace, Wayne Turner, Ron Jensen

City Staff: Director Holly Osborn, Assistant Director Paul Frie, Assistant Director Shannon Gaul, Recreation Coordinator Shelby Fenwick

Absent: Vice Chair Patricia Blaisdell, David Samaniego

**C. Pledge of Allegiance**

**D. Current Events**

Recreation Commissioner Matthew Ives shared his experience attending the Eggstravaganza event, providing insight into the festivities.

Recreation Commission Chair Brent inquired about attendance, prompting Director Holly Osborn to give a brief overview of the event, including the rationale behind the change in location and the resulting attendance figures. Brent also offered feedback on the event.

Recreation Commissioner Michael Wallace presented a report on the T-ball program for the 4–5 age group that his son is participating in.

**E. Staff Reports**

N/A

**F. Parks and Recreation Advisory Commission**

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

**Rhonda Siwak** – Presented a petition with 250 signatures, requesting the removal of the height requirement sign due to its vague and often-missed wording.

**Ro Pernelli** – Spoke as a therapy dog handler, emphasizing that size does not determine behavior and advocating for reconsideration of park regulations.

**Connie Cunningham** – Discussed concerns about environmental changes, suggesting education on dog park etiquette and behavior instead of height-based restrictions.

**Casey Siwak** – Compared current park ranger restrictions to traffic rules, expressing concerns about enforcement and available tools.

## CONSENT AGENDA (N/A)

### Approval of items on the Consent Agenda

No items were identified as consent agenda items.

## REGULAR AGENDA ITEMS – NON-PUBLIC HEARING

### Item 1 – CITYWIDE – Consideration and action approving the October 28, 2024 Parks and Recreation Advisory Commission meeting minutes.

Motion to approve the minutes of the October 28, 2024, Parks and Recreation Advisory Commission meeting – motioned by Wayne Turner, 2<sup>nd</sup> Matthew Ives. 5 yes votes. Motion carried.

### Item 2 – INTERNAL – Update on current and upcoming parks projects, including Rescue Oasis and Oasis Swim Center.

**Director Holly Osborn** provided a brief overview of the Rescue Oasis facility and shared her excitement about the park's upcoming opening. She highlighted the ribbon-cutting event scheduled for May 8th, followed by the Surprise Safety Splash on May 9th. She also gave an update on registration numbers, which currently stand at 1,200, and described the event's theme and logistics.

Holly also mentioned the renovation of the Marley Park splash pad and plans for a fall renovation of the military-themed splash pad at Veramonte Park. She also noted a potential budget addition for further park improvements, aiming to enhance programming opportunities.

**Recreation Commission Chair Brent Bailey** inquired about parking capacity at Rescue Oasis, to which Holly responded that the park can accommodate 500 vehicles. He also asked about the two entrances and concerns regarding overflow parking, prompting Holly to provide an update on available parking along Perryville Rd.

**Recreation Commissioner Michael Wallace** commented on the joy he has observed among children enjoying the newly renovated Marley Park splash pad.

### Item 3- INTERNAL- Discussion and presentation pertaining to the McMicken Dam project.

**Director Holly Osborn** provided a presentation on the McMicken Dam project, which has been part of the master plan since 2015. She highlighted the support from the City Manager's Office in working with Maricopa County and noted that the City Council has approved an intergovernmental agreement (IGA).

She outlined the timeline for the approval of 3,500 acres, stating that the project was presented to the council on April 15 for the city to assume control, with final approval pending from the county board on May 21.

**Chair Brent Bailey** inquired about potential roadblocks, prompting Councilmember Judd—who was present—to affirm that both county officials and legislators are supportive of the process and land acquisition. Holly emphasized that significant cleanup will be required, with plans to initially add four park rangers.

She also expressed hope for the approval of the Parks and Recreation Master Plan, which would allow for programming and planning within the space, with a goal to preserve 90% of the area in its natural state.

**Commissioner Matthew Ives** asked about the dam’s impact on the land, and Holly addressed existing restrictions and emergency plans. **Councilmember Judd** noted that while the county retains the option to sell portions of the land, securing public support for the project could make such a sale more challenging. He also referenced similar land agreements in the cities of Peoria and Phoenix as an example.

#### **Item 4- INTERNAL- Update pertaining to the Surprise Youth Council**

**Surprise Youth Council members Maddie Mize and Emma Tran** provided an update on the Surprise Youth Council, outlining their committees and the goals they have set. They highlighted the events they have planned and developed throughout the year, as well as the valuable opportunities they have received, including shared experiences, attended conferences, and personal development. Both expressed gratitude for the support from the city.

**Youth Council Advisor Shelby Fenwick** provided an update on recent recruiting efforts, announcing the addition of nine new members for the upcoming school year. The council’s involvement in the Simon CRE project and their participation in presentations were also noted.

#### **OTHER BUSINESS and Future Agenda Items**

**Chair Brent Bailey** acknowledged public comments regarding the dog park. **Director Holly Osborn** and **Assistant Director Shannon Gaul** shared their feedback, noting that they have previously researched data and consulted relevant sources on the matter. They stated that they will review the documents provided by the public.

No future agenda items determined.

#### **ADJOURNMENT**

Motion to adjourn – Brent Bailey. 2<sup>nd</sup> Matthew Ives, 5 yes votes. Motion carried.

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Chair Brent Bailey, Parks and Recreation Advisory Commission

**ATTEST:**

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Holly Osborn, Director  
Parks & Recreation

**CERTIFICATION:**

I, Steven Day, 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 April 22, 2024.

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Steven Day, Management Analyst



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

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Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Internal  
Staff Recommendations:

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

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**Agenda Wording:**

Discussion, consideration and action on setting future Parks and Recreation Advisory Commission regular meeting dates for 2026.

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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  
Parks and Recreation Advisory Commission**

---

Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Citywide  
Staff Recommendations:

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

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**Agenda Wording:**

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

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**Motion:**

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**Background:**

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

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**FTE Impact:**

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**ATTACHMENTS:**

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

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Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Citywide  
Staff Recommendations:

---

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

---

**Agenda Wording:**

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

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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  
Parks and Recreation Advisory Commission**

---

Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Internal  
Staff Recommendations:

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

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**Agenda Wording:**

Discussion and overview pertaining to the City of Surprise Parks & Recreation Master Plan Update

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**Motion:**

Discussion only

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**Background:**

The Parks & Recreation Master Plan provides the City and the Department an essential planning tool to meet the needs of the community for Parks, Recreation, Open Space and Trails in accordance with national standards. The last Parks & Recreation Master Plan update was completed in 2015. With the growth and development of the City, the Master Plan needs to be updated and enhanced so that future park planning can remain aligned with City growth.

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**Objective Analysis:**

na

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**Policy Compliant:**

yes

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**Financial Impact:**

The Parks and Recreation Master Plan Update was included in the FY2026 Budget.

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**Budget Impact:**

The Parks and Recreation Master Plan Update was included in the FY2026 Budget.

**FTE Impact:**

No impact at this time

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**ATTACHMENTS:**

1. 251016 Parks Commission MP Introduction
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## PURPOSE

The purpose of this document is to present a clear framework for the public engagement process during the master planning phase of the project.

It defines the engagement goals, provides a project overview, identifies key stakeholders, outlines the engagement strategy, and establishes a schedule.

## GOALS

Active community involvement is a vital element in the success of public projects, particularly those with high visibility and impact. Meaningful engagement must include both the general public and key stakeholders, and it should occur consistently throughout the master planning process—not only at the initial and final stages.

The process is structured to:

- Ensure ongoing participation of the public and stakeholders at every phase of the project
- Gather meaningful feedback from all user groups
- Record findings and insights to directly inform planning and design decisions

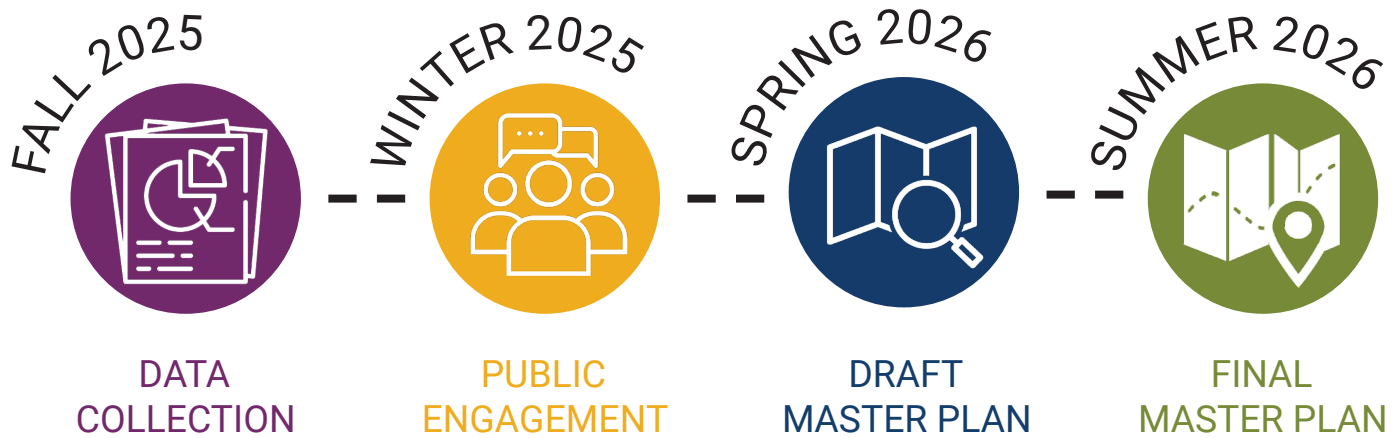
## PROJECT SUMMARY

The City of Surprise launched a major Parks and Recreation Master Plan update in 2013 with the following goals:

- **IMPROVE RESIDENTS' QUALITY OF LIFE BY REINVESTING IN OUR EXISTING PARKS**
- **PROMOTE ACTIVE RECREATION, SPORTS AND TOURISM**
- **PROVIDE A CONNECTED PARK EXPERIENCE THROUGH THE DEVELOPMENT OF AN OVERALL PARK SYSTEM FRAMEWORK.**
- **PURSUE OPPORTUNITIES TO CREATE NEW PARKS AND OPEN SPACE**

**The 2025 PARKS AND RECREATION MASTER PLAN** update is designed to support the City's ongoing growth while ensuring that future parks, open spaces, and recreational amenities align with community needs and expectations. This update builds upon and directly reflects the vision, policies, and priorities established in the previous update as well as the City of Surprise 2040 General Plan, providing a coordinated framework that integrates recreation planning with the City's long-term development goals.

## TIMELINE



## PROJECT STAKEHOLDERS

### EXECUTIVE

- City of Surprise Mayor
- City of Surprise Council
- City of Surprise City Manager

### PROGRAM

- Northwest Valley Pop Warner
- Cal Ripkin
- Little League

### PARKS BOARD

- City of Surprise Parks and Recreation Advisory Commission

### CITY AND AGENCY STAKEHOLDERS

- City of Peoria
- City of Buckeye
- Central Arizona Project
- Flood Control District of Maricopa County
- Maricopa County Parks Department
- United States Forest Service

### CITY OF SURPRISE DEPARTMENTS

- Facilities
- Economic Development
- Planning and Development
- Transportation
- Library
- Public Works
- Water Resource Management
- Police Department
- Fire and Medical
- Sports, Tourism and Culture



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

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Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Internal  
Staff Recommendations:

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

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**Agenda Wording:**

Discussion, presentation, and action pertaining to the new proposed City of Surprise Parks & Recreation Dog Park Membership Program.

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**Motion:**

I move to approve that the City's dog parks become membership-based.

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**Background:**

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**Objective Analysis:**

The City's Dog Parks are valuable community assets, but current challenges such as improper use, unmonitored incidents, and lack of accountability pose risks to animal safety. This is a discussion on the feasibility of transitioning to a membership-based access system.

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**Policy Compliant:**

policy compliant

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**Financial Impact:**

There is no financial impact at this time, all is being absorbed in current operating dollars.

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**Budget Impact:**

If approved this will be submitted for consideration during the FY27 Budget process.

**FTE Impact:**

If approved one FTE will be submitted for consideration during the FY27 Budget process.

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**ATTACHMENTS:**

1. Dog Park-General Presentation Template COS
-

# WELCOME

## Dog Park Membership Access Proposal

*“Safer & More Enjoyable Experience for All.”*



**SURPRISE**

ARIZONA

# Purpose of the Program



The City's Dog Parks are valuable community assets, but current challenges such as improper use, unmonitored incidents, and lack of accountability pose risks to animal safety. This is a discussion on the feasibility of transitioning to a membership-based access system





# Current Impact on City Personnel

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## Police

120 + Personnel Hours

- Records Request, Officer Response, Animal Control Response, and Field Patrol
- Estimated Cost: \$4,800

## City Attorney and Clerk

112 + Personnel Hours

- Records Request and Video Research
- Estimated Cost: \$7,056

## Parks and Recreation

2,400 Personnel Hours

- Records Request, Park Ranger Responses, Fielding Patron Calls, In-person Patron Meetings
- Estimated Cost: \$88,800

## Total Hours and Cost

- 2,632 Personnel Hours
- Estimated Cost: \$100,656

# Key Concerns

## Safety

- No vaccination or registration requirement
- Aggressive or untrained dogs go unverified

## Accountability

- Owners remain anonymous- difficult to contact in the event of an altercation
- Rules are often ignored

## Equity

- Responsible owners who vaccinate, train, and clean up after their dogs
- Use of appropriate dog paddocks

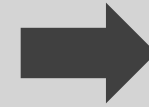


# Program Process

1



2



3

Registration via  
ActiveNet Software

RFid key tags issued  
& Barcode-enabled  
gates control access  
permitted

System tracks  
usage, enforces  
compliance, &  
verifies accessibility



**SURPRISE**

ARIZONA

# Project Outcome

<b>Benefits</b>	<b>Community Impact</b>
Safer parks for dogs and guest	Reduced accessibility
Stronger community connections	Frustration during transition
Better rule compliance and accountability	Decreased usability

# Current Surprise Gate Entrance



**Cary Parks- North Carolina**  
Initial Start- 2024  
Currently 2874 annual Passholders  
2024-2025 Scanned visits- 119,250

# Badge Access Gate Entrance- Ingham County



**Ingham County Parks- Michigan**  
Initial Start- 2012  
Currently 400 annual Passholders  
2022-2023 Scanned visits- 31,460

# Associated Cost

## Estimated Costs & Resources

Item	Cost	One-Time	Ongoing
Recreation Specialist + Benefits	\$95,000 annually		\$95,000
Barcode Readers (7 units)	\$20,251	\$20,251	
Annual Service Fee	\$630	\$630	\$630
RFID Tags (500)	\$1,000	\$1,000	\$500
Gate Fabrication & Installation	\$24,791 (+15% inflation possible)	\$24,791	
Electrical Construction	\$115,000	\$115,000	
Software	Included in ActiveNet subscription		
<b>Total Cost</b>		<b>\$161,672</b>	<b>\$96,130</b>



## Revenue Potential

Source	Estimated Revenue
Annual Membership Fees Residents (300 @ \$25)	\$7,500
Annual Membership Fees Non-Residents (150 @ \$35)	\$5,250
Second Dog Fee (150 @ \$5) Third Dog Free	\$750
RFID Tag Fees (450 @ \$10)	\$4,500
<b>Total Annual Revenue</b>	<b>\$18,000</b>

# Questions or Comments?

THANK YOU



**SURPRISE**

ARIZONA



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

---

Council Meeting Date: October 27, 2025      Contact Person:  
Submitting Department: Parks and Recreation      District: Internal  
Staff Recommendations:

---

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

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**Agenda Wording:**

Presentation pertaining to City of Surprise Parks & Recreation Facility Usage & Field Allocation

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**Motion:**

No Motion

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**Background:**

---

**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

1. 2025 Field Usage Presentation\_PR ONLY
-

# WELCOME

## Field Allocation & Usage FY25



**SURPRISE**  
ARIZONA

# Purpose

- Show how City fields are allocated across programs, external rentals, and maintenance.
- Explain the distribution of external rental hours within total field use.
- Provide benchmarks and operational context to inform future Council decisions.



# Introductions – Parks & Recreation

## Mission Statement:

*The City of Surprise Parks & Recreation Department's mission 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. The Parks & Recreation Department is responsible for recreational and special event programming, facility operations and ground maintenance of existing facilities and City parks.*



# Rentable Field Inventory – Parks & Recreation

- Asante Community Park
  - 2 Softball Fields
  - 2 Multi-use Sports Fields
- Bicentennial Park
  - 1 Softball Field
- Dick McComb Softball Complex
  - 4 Softball Fields
- Dreamcatcher Park
  - 1 Adaptive Softball Field
- Fields @ Countryside
  - 2 Multi-use Sports Fields
- Floyd Gaines Park
  - 1 Multi-use Sports Field
  - 1 Softball Field
- Marley Park
  - 2 Softball Fields
- Veramonte Park
  - 1 Softball Field (Not Lighted)
  - 1 Multi-use Sports field (Not Lighted)



# Policy Framework – Parks & Recreation

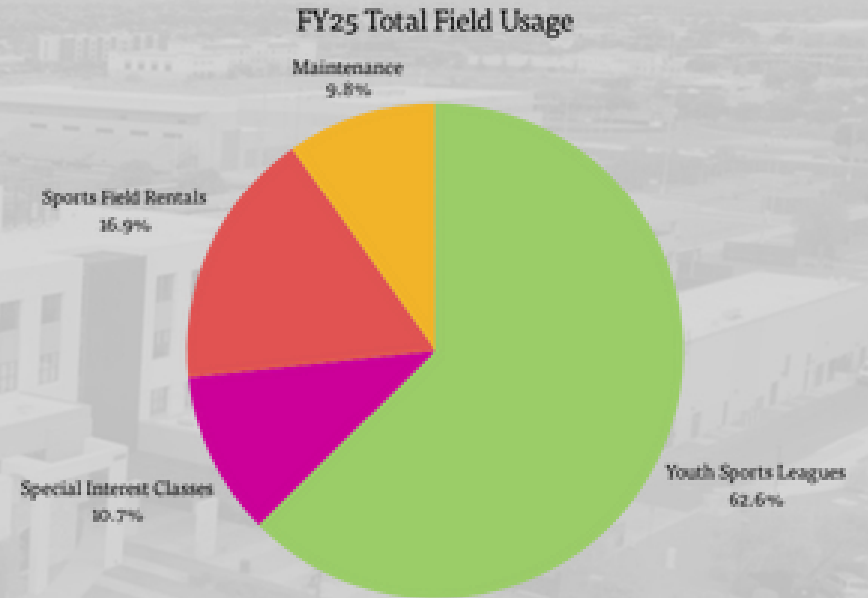
- City Programming has scheduling priority.
- DUSD & OUAZ as contracted.
- Field Maintenance
- Outside Rental accommodated first come first served basis.
  - Rental Requirements: insurance, residency verification (90% for resident rates).
  - Non-resident fees: \$30/hr vs. \$15/hr resident



# FY25 Field Usage Snapshot

**Total Hours Reserved: 13,992**

Category	Hours	% of Total
Youth Sports Leagues	8,471	62.6%
Special Interest Classes	1,452	10.7%
Sports Field Rentals	2,282	16.9%
Maintenance	1,328	9.8%



# FY25 Field Usage Calendar

FIELD USAGE CALENDAR  
FY25

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST						
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SEPTEMBER						
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29	30					

OCTOBER						
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20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER						
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DECEMBER						
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29	30	31				

JANUARY						
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MARCH						
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APRIL						
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MAY						
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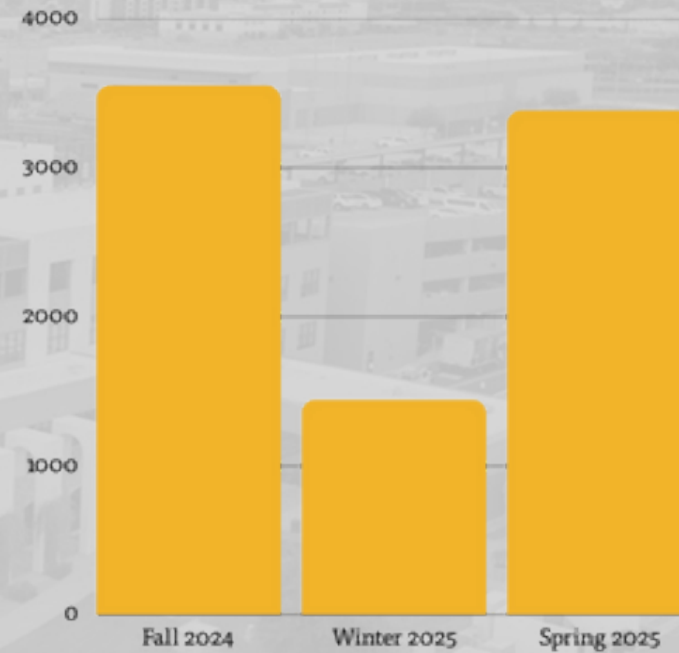
JUNE						
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15	16	17	18	19	20	21
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29	30					

Special Interest Classes/ Sports Camps
  Youth Sports Leagues
  Parks Maintenance Closures

# Youth Sports Participants

- **Fall 2024:** 3,554 participants (9 weeks / 8 games)
- **Winter 2025:** 1,446 participants (8 weeks)
- **Spring 2025:** 3,385 participants (9 weeks / 8 games)
- **Total FY25:** 8,385 youth served

Youth Sports Leagues Outdoor Participation



# Why Rentals are 16.9%



- **City programming takes priority:**
  - Youth leagues, classes, and events receive first scheduling.
- **High participation demand:**
  - Over 8,385 players require consistent, recurring field access.
- **Maintenance recovery periods:**
  - 10% of total hours reserved to protect field quality and safety.



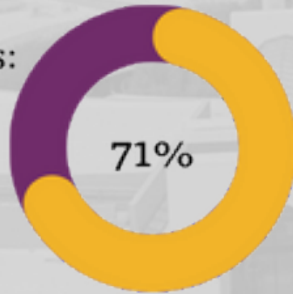
# Peer Benchmarks (NRPA 2025)

## Field Deficit to NRPA Average



Diamond Fields:  
Expected = 24  
Actual = 12  
Deficit = 12

Multi-Use Sports Fields:  
Expected = 21  
Actual = 6  
Deficit = 15



- **Population Estimate:**
  - 165,916 (MAG 2025)
- **Facility Benchmarks:**
  - 1 Diamond Field per 6,821 residents (NRPA average)
  - 1 Rectangle Field per 7,993 residents (NRPA average)
- **Context:**
  - Surprise currently falls below the NRPA facility ratio averages, indicating growing demand pressure on existing fields.



# What This Means for Surprise?

- **City programs use 73.3% of total field hours**
  - Driven by strong resident and youth participation.
- **Dedicated maintenance time**
  - Preserve field safety, playability, and long-term quality.
- **External rentals (16.9%)**
  - Are scheduled on a first-come, first-served basis, with resident discounts offered to maintain affordability and access.

