

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

Meeting Minutes

Monday, October 27, 2025 @ 6:00 PM

**Surprise Parks & Recreation Office
15960 N Bullard Ave. SURPRISE, ARIZONA 85374**

CALL TO ORDER

A. Call to Order

B. Roll Call

Members: Chair Brent Bailey, Vice Chair Patricia Blaisdell, Matt Ives, Michael Wallace, Wayne Turner

City Staff: Director Holly Osborn, Administrator Kasey Peterson, Administrator Jason Hendrix, Recreation Manager Joann Estfan, Recreation Coordinator Adam Johnson, Recreation Coordinator Shelby Fenwick

Absent: N/A

C. Pledge of Allegiance

D. Current Events

E. Michael Wallace reported that the youth sports programs are performing exceptionally well. He shared that he has spoken with several youth coaches, all of whom provided very positive feedback. He also noted that the coaches have been particularly impressed with the quality of officiating this season.

F. Staff Reports

Director Holly Osborn introduced Jason Hendrix, the newly hired Parks and Recreation Administrator, and announced the promotion of Kasey Peterson to the position of Parks and Recreation Administrator.

Recreation Coordinator Shelby Fenwick and Recreation Manager Joann Estfan asked the commissioners if anyone was interested in serving as a judge for the upcoming Veterans Day Parade.

Commissioners Brent Bailey and Michael Wallace volunteered to serve as judges for the annual Veterans Day Parade.

Kasey Peterson and Holly Osborn provided an update on the recent Special Olympics event held at Mark Coronado Park and the Oasis Swim Center.

CALL TO THE PUBLIC / PARKS & RECREATION ADVISORY COMMISSION

Sahra Muhidar of 15074 W Heritage Oak Way, Surprise, AZ 85374– spoke on recycling education at parks/field trips.

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

The commission discussed Items out of the original agenda order. The order is listed as follows-

Item 1 – CITYWIDE – Consideration and action approving the April 28, 2025 Parks and Recreation Advisory Commission meeting minutes.

Motion to approve the minutes of the April 24, 2025, Parks and Recreation Advisory Commission meeting – motioned by Wayne Turner, 2nd by Patricia Blaisdell. 5 yes votes. Motion carried.

Item 5 – INTERNAL - Discussion and overview pertaining to the City of Surprise Parks & Recreation Master Plan Update

Jay Hicks from DIG Studios gave a presentation and spoke about the upcoming Parks and Recreation Master Plan. He reviewed the history of the 2015 plan, noting how it aligned with the city's General Plan and guided major park and open space development. The update will evaluate existing parks, growth areas, and community needs, with a focus on maintaining improvements, planning for future expansion, and enhancing connectivity through trails and open spaces.

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

Motion to nominate Patricia Blaisdell as the Parks and Recreation Advisory Commission Chair- motioned by Wayne Turner, 2nd by Michael Wallace. 5 yes votes. Motion carried.

Item 4 – CITYWIDE - Discussion and action pertaining to the selection of the Parks and Recreation Advisory Commission Vice-Chair.

Motion to nominate Matthew Ives as the Parks and Recreation Advisory Commission Vice-Chair- motioned by Wayne Turner, 2nd by Michael Wallace. 5 yes votes. Motion carried.

Public outreach will begin at the Surprise Party on December 6, including a community survey and interactive boards for feedback. Additional public meetings are planned for January in various areas of the city. The updated Master Plan is expected to be completed by June, aligning with the Transportation Master Plan timeline.

Item 2 – INTERNAL - Discussion, consideration and action on setting future Parks and Recreation Advisory Commission regular meeting dates for 2026.

Motion to approve the 2026 meeting dates. January 28, April 26, August 31, and October -motioned by Matthew Ives, 2nd by Wayne Turner. 5 yes votes. Motion carried.

Item 6 – INTERNAL – Discussion, presentation, and action pertaining to the new proposed City of Surprise Parks & Recreation Dog Park Membership Program.

Recreation Coordinator Adam Johnson presented a proposal for a new program for the City of Surprise Dog Parks. He outlined the purpose of the program, which is to evaluate the feasibility of transitioning to a membership-based access system. The proposed change aims to address ongoing challenges such as improper use, unmonitored incidents, and lack of accountability that pose safety risks.

Adam reviewed current personnel hours, estimated costs, and the proposed project process and outcomes. The system would track usage, enforce compliance, and verify accessibility. Registration would be managed through the City’s existing ActiveNet system, with RFID key tags and barcode-enabled gates controlling permitted access. He also shared images of the proposed gate system and discussed the associated expenses and potential revenue impacts.

Adam noted that he conducted extensive research on similar programs implemented in other cities, most of which are located on the East Coast, and that the City of Surprise would be one of the first on the West Coast to introduce this model.

Commissioners discussed the proposed non-resident rates and asked how the program would reduce personnel hours. Director Holly Osborn explained that the change would allow staff and Police Department personnel to focus more on higher-priority needs and emergencies.

Motion to approve the recommendation of increasing the non-resident rates- motioned by Wayne Turner, 2nd by Patricia Blaisdell, 5 yes votes. Motion carried.

Item 7 – INTERNAL - Presentation pertaining to City of Surprise Parks & Recreation Facility Usage & Field Allocation

Parks and Recreation Director Holly Osborn presented an overview of the Parks and Recreation field allocation and usage for FY25. She discussed the current rental inventory and reviewed the established standard operating procedure (SOP), which gives city youth leagues scheduling priority. Rentals are permitted only after in-house programs and field maintenance needs are met.

During the presentation, Director Osborn shared a snapshot of program participation numbers, required field hours, and maintenance demands. She noted that this item will be presented to City Council for discussion, where topics may include maintaining the current balance and priorities, potential policy adjustments related to field relocation, and options for future expansion.

OTHER BUSINESS and Future Agenda Items

Wayne Turner made a motion, seconded by Michael Wallace, to add Hall of Fame voting and an update on LED lighting in the parks to the next meeting agenda.

ADJOURNMENT

Motion to adjourn by Brent Bailey, 2nd by Matthew Ives, 5 yes votes. Motion carried.

Chair Brent Bailey, Parks and Recreation Advisory Commission

ATTEST:

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.

Shelby Fenwick, Recreation Coordinator