



CITY OF SURPRISE
Special Parks and Recreation Advisory Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
 Monday, June 29, 2026 @ 6:00 PM
COUNCIL CHAMBERS

- 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

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|----------------------|
| 1. | Citywide | Consideration and action to approve the minutes from the April 27, 2026, Parks and Recreation Advisory Commission. | Parks and Recreation |
| 2. | Citywide | Consideration and action to move the August 31, 2026, Parks and Recreation Advisory Commission meeting to August 24, 2026. | Parks and Recreation |
| 3. | Internal | Presentation and training pertaining to the Open Meeting Law, conflicts of interest, and gifts by the City Attorney's Office. | Parks and Recreation |
| 4. | Internal | Presentation and discussion pertaining to a general overview of the Parks and Recreation department, programming, and events. | Parks and Recreation |

G. Call To The Public

INSTRUCTIONS:

In order to address the City Council, you will need to fill out a Public Comment Form available at the entrance, and turn it in to the City Clerk before the meeting begins.

You may also fill out the [Public Comment Form](#) online. If submitting the online form the City Clerk must receive the request at least one hour before the meeting start time.

In accordance with A.R.S. 38-431.01(I) - During this time, members of the public may address City Council only on issues within the jurisdiction of the City Council. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda.

Councilmembers may not discuss or respond to matters raised during the call to the public that are not specifically identified on the agenda.

Each speaker shall be limited to three (3) minutes per item. If several speakers desire to speak

regarding a single topic, the Chair may limit the number of speakers or the time given to each group. A maximum time of 30 minutes will be given per topic. However, an equal amount of time will be given to each side of an issue. **Council Chamber doors will be open at least 30 minutes prior to the start of the meeting.**

H. Other Business and Future Agenda Items

I. Adjournment

KRISTI PASSARELLI, CITY CLERK

POSTED: Friday, June 26, 2026 @ 1:00pm

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
Special Parks and Recreation Advisory
Commission

Council Meeting Date: June 29, 2026 Contact Person:
Submitting Department: Parks and Recreation District: Citywide
Staff Recommendations:

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

Agenda Wording:

Consideration and action to approve the minutes from the April 27, 2026, Parks and Recreation Advisory Commission.

Motion:

Motion to approve the minutes from the April 27, 2026, Parks and Recreation Advisory Commission Meeting.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:

1. 4.27.26 Minutes
-

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

Meeting Minutes

Monday, April 27th @ 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: Patricia Blaisdell, Madalyn Volling, Kimberly Hale, Patrick Campbell, Michael Wallace

Absent: Matt Ives & Brent Bailey

City Staff: Director Holly Osborn, Assistant Director Shannon Gaul, Administrator Jason Hendrix, Recreation Supervisor Shelby Fenwick, Recreation Supervisor James Schultz

C. Pledge of Allegiance

D. Current Events

Michael Wallace attended the mayor's welcome back lunch and said it went well. He also mentioned that the new youth sports benches have been a great addition to the leagues.

Patricia mentioned that she and her family have been visiting the Surprise Community park lately and

E. Staff Reports

New commissioners were welcomed at the meeting. Holly Osborn, Parks and Recreation director, provided updates on recent events, including the first annual Backyard Bash. She also gave an update on Eggstravaganza, which drew approximately 8,500 attendees. Splash pads at Marley Park and Dick McComb have opened early for the season, while the Veramonte splash pad is operating on modified hours from 12:00 to 6:00 p.m. due to power issues. A construction project is also underway at Veramonte to expand parking and improve lighting.

An overview of the Dino Day event was shared, noting that it has replaced the Talent Show, along with highlights from the Teen Nerf Battle event.

The Surprise Aquatic Center has recently been renovated, with swim lessons now open and open swim scheduled to begin on May 23. The Oasis Swim Center has received several recent awards and hosted its first USA Swim meet this past weekend. Additionally, renovations to the playground and landscaping at Gaines Park have been completed.

CALL TO THE PUBLIC / PARKS & RECREATION ADVISORY COMMISSION

There were no members of the public present for the call to the public.

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 – INTERNAL – Consideration and action approving the February 2, 2026 Parks and Recreation Advisory Commission meeting minutes.

Motion to approve the minutes of the February 2, 2026, Parks and Recreation Advisory Commission meeting – motioned by Patricia Blaisdell, 2nd by Michael Wallace. 5 yes votes. Motion carried.

Item 2 – INTERNAL – Presentation and discussion pertaining to the City of Surprise Parks & Recreation Master Plan.

Jay Hicks (Dig Studio) presented the Parks and Recreation Master Plan Update, outlining the long-term vision for parks, recreation facilities, and open space through 2045. The plan aligns with the City's General Plan and is intended to guide future investments, partnerships, and development.

The presentation highlighted extensive public outreach efforts, including surveys, workshops, and online tools, which identified key community priorities such as expanding parks, increasing recreation amenities (notably pickleball), improving walking and biking connectivity, adding shade, and enhancing accessibility.

An assessment of current conditions showed that while the City has significant open space, it is below average in developed parkland per capita and has gaps in certain amenities. With continued population growth, additional parkland, facilities, and amenities will be needed.

The Master Plan proposes a connected system of parks, open space, greenways, and trails, including the addition of new regional and community parks, expanded recreation and aquatic facilities, and a more robust trail network. Natural features such as washes and the McMicken Dam area will play a key role in this system.

Implementation strategies include investing in existing parks, planning for new facilities, coordinating with other City departments, pursuing partnerships, and developing funding strategies to support phased growth.

OTHER BUSINESS AND FUTURE AGENDA ITEMS

ADJOURNMENT

Motion to adjourn by _____, 2nd by _____, 5 yes votes. Motion carried.

Chair Patricia Blaisdell, Parks and Recreation Advisory
Commission

ATTEST:

Holly Osborn, Director
Parks & Recreation

CERTIFICATION:

I, Shelby Fenwick, Recreation Supervisor 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 27, 2026.

Shelby Fenwick, Recreation Supervisor



CITY OF SURPRISE
Special Parks and Recreation Advisory
Commission

Council Meeting Date: June 29, 2026 Contact Person:
Submitting Department: Parks and Recreation District: Citywide
Staff Recommendations:

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

Agenda Wording:

Consideration and action to move the August 31, 2026, Parks and Recreation Advisory Commission meeting to August 24, 2026.

Motion:

I motion to move the August 31, 2026, Parks and Recreation Advisory Commission meeting to August 24, 2026.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:



CITY OF SURPRISE
Special Parks and Recreation Advisory
Commission

Council Meeting Date: June 29, 2026 Contact Person:
Submitting Department: Parks and Recreation District: Internal
Staff Recommendations:

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

Agenda Wording:

Presentation and training pertaining to the Open Meeting Law, conflicts of interest, and gifts by the City Attorney's Office.

Motion:

Presentation Only

Background:

The City Attorney's Office will provide a presentation and training regarding the Arizona Open Meeting Law, conflicts of interest, and gifts, including an overview of the relevant law and authority.

Objective Analysis:

Policy Compliant:

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

No impact

ATTACHMENTS:

1. 26.6.23 Parks and Rec OML-COI-Gifts Training
-

Parks & Recreation Advisory Commission Training

June 29, 2026

Open Meeting Law | Conflicts of Interest | Gifts

Presented By:

CITY ATTORNEY'S OFFICE



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ARIZONA

Overview

Open
Meeting Law

Conflicts of
Interest

Gifts



Authority and Enforcement



Open Meeting Law



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What is the Open Meeting Law?

A.R.S. § 38-431.01(A)

The Rule

- **“All meetings of any public body shall be public meetings and all persons so desiring shall be allowed to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting”**



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Open Meeting Law Policy

State Policy:

A.R.S. § 38-431.09

1. Conduct meetings openly

2. Notices and agendas provide reasonably necessary information

3. Construe in favor of open, public meetings



Meeting

What is a meeting?

A.R.S. § 38-431(4)

Discuss,
propose,
deliberate,
or take legal
action

Gathering

Quorum

In person or
through
technological
means

Agenda requirement

A.R.S. § 38-431.02(H)

Discuss, consider,
or make decisions
ONLY
on agendized items



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Meeting Examples



Alternative Communications



Letters



Blogs

Alternative methods of communication cannot be used to circumvent the Open Meeting Law.



Media (e.g. newspaper, radio)



Social Media (e.g. Facebook, Instagram)



Are social events meetings?

- The Arizona Attorney General recommends that the event be posted if a quorum will be present.
 - Identify time, date, location, and purpose.
 - State that no legal action will be taken – *and then don't talk about city business!*
- It does not matter what label is placed on a gathering; it may be called a “work” or “study” session, or the discussion may occur at a social function.
 - Ariz. Att’y Gen. Op. 179-4



Communication with Staff



Commissioners may communicate with Staff.



Commissioners may receive information from Staff such reports or other information outside a public meeting.



Commissioners may not use Staff to side step the Open Meeting Law.



Call to the Public



Statute permits but does not require a call to the public.



Members of the public may address the public body on issues within the jurisdiction of the public body.



Response

At the **end** of the call to the public, Commissioners may **only**:

Respond to criticism;

Ask Staff to review a matter; or

Ask Staff to place a matter on a future agenda.



Violations & Penalties

- Civil penalty
- Aiding, agreeing, or attempting to aid
- Court costs and attorneys' fees
- Removal from office
- No legal representation



Conflicts of Interest



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Conflicts of Interest

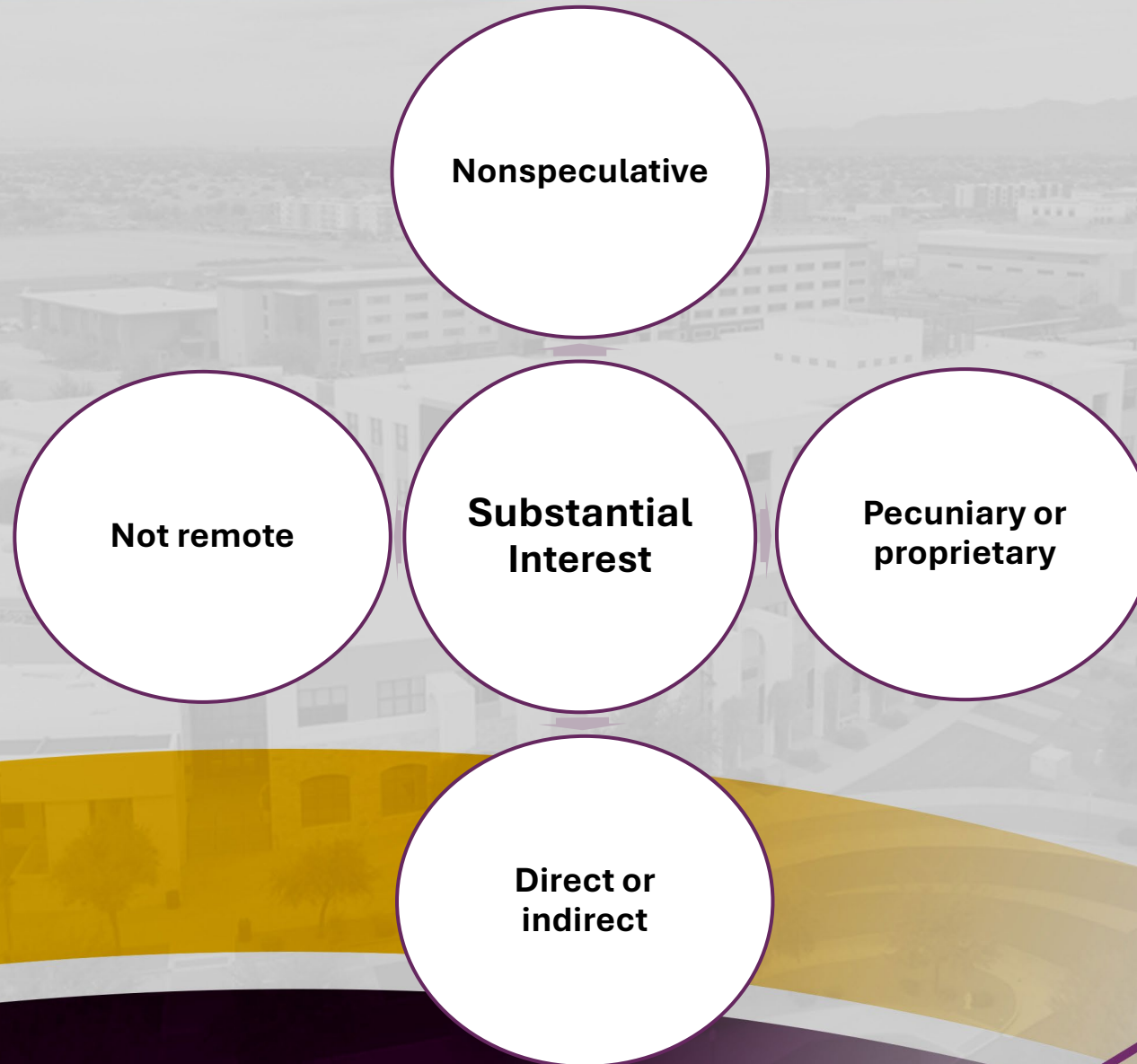
A.R.S. §§ 38-501 to -511

The Rule

- “Any public officer . . . who has, or whose relative has, a substantial interest . . . shall make known that interest . . . and shall **refrain** from voting”



What is a substantial interest?



Applicability

Public officers and employees



- Elected officials
- Appointed officials
- Members
 - Commissions, boards, councils, and committees
- All City employees

Relatives



- Your spouse
 - And their parents, siblings, and children
- Your children
- Your grandchildren
- Your parents
- Your grandparents
- Your siblings
 - And their spouses



What if I have a conflict?

Conflict?

- You must:



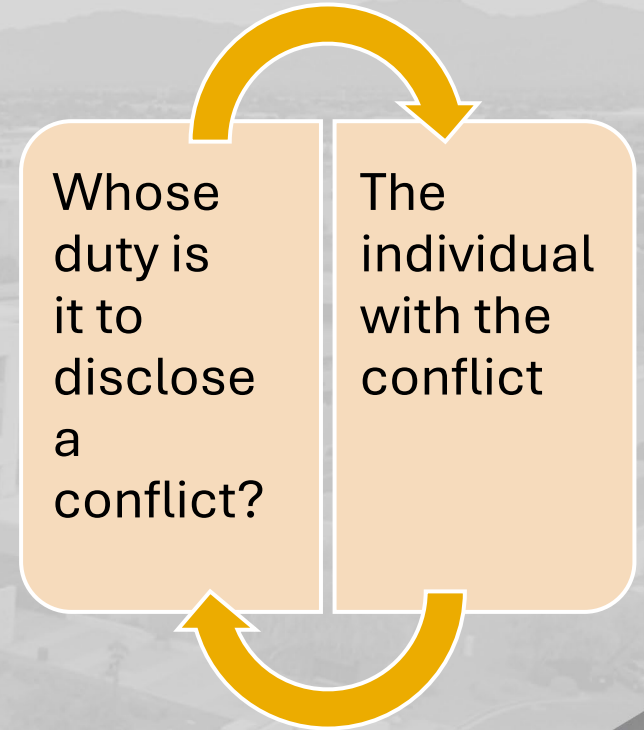
Disclose

- The conflict



Refrain

- From any participation



Gifts



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Accepting Gifts

Public officers are prohibited from using or attempting to use their position to secure any benefit or anything of value.

Public officers are prohibited from agreeing to receive or receiving compensation other than as provided by law for services they render.



Exceptions

Unsolicited
advertising /
promotional materials

Nominal value items

De minimis
gifts

Pens, scratch pads,
calendars etc.

Appreciation
NOT related to any
particular transaction



Ask yourself



Would a citizen question whether the gift is intended to buy your influence?



How would you feel if the Arizona Republic ran a story about you receiving the gift?



Rule or exception?

Any reservation
or question?

Gift or gratuity?

Best practice =
always **DECLINE**



Questions?



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ARIZONA

Thank You

Jeff Murray

jeffrey.murray@surpriseaz.gov

Bianca Cortez

bianca.cortez@surpriseaz.gov

Jacinda Stephens

jacinda.stephens@surpriseaz.gov





CITY OF SURPRISE
Special Parks and Recreation Advisory
Commission

Council Meeting Date: June 29, 2026 Contact Person:
Submitting Department: Parks and Recreation District: Internal
Staff Recommendations:

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

Agenda Wording:

Presentation and discussion pertaining to a general overview of the Parks and Recreation department, programming, and events.

Motion:

Presentation and discussion only

Background:

The Parks and Recreation Department will provide a presentation and overview of its operations, programs, services, events, budget, staffing, and current initiatives. This presentation is intended to familiarize new and existing Commissioners with the Department's responsibilities, organizational structure, and the services provided to the community.

Objective Analysis:

Policy Compliant:

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

No impact

ATTACHMENTS:

1. 2026 Parks and Recreation Commission Presentation
-

WELCOME

Parks and Recreation Department



SURPRISE
ARIZONA



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.

Department Highlights

Stay Connected- Social Media

- 16K Facebook Followers
- 6.6K Instagram Followers
- 30K+ Contact Database

Recreation Stats

- 15 Outdoor Parks
- 8 Recreational Facilities
- 2,900+ Recreation Programs
- 160K+ Annual Program Participants



Fiscal Year 2026 Budgeted Expenditures by Fund:	Development Impact Fees	3,244,900
	Donations	13,100
	General Capital Projects Fund	4,728,500
	General Fund	17,375,700
	Grants	411,700
	Parks & Recreation Asset Repl	3,602,600
	Sponsorships	115,500
		29,492,000

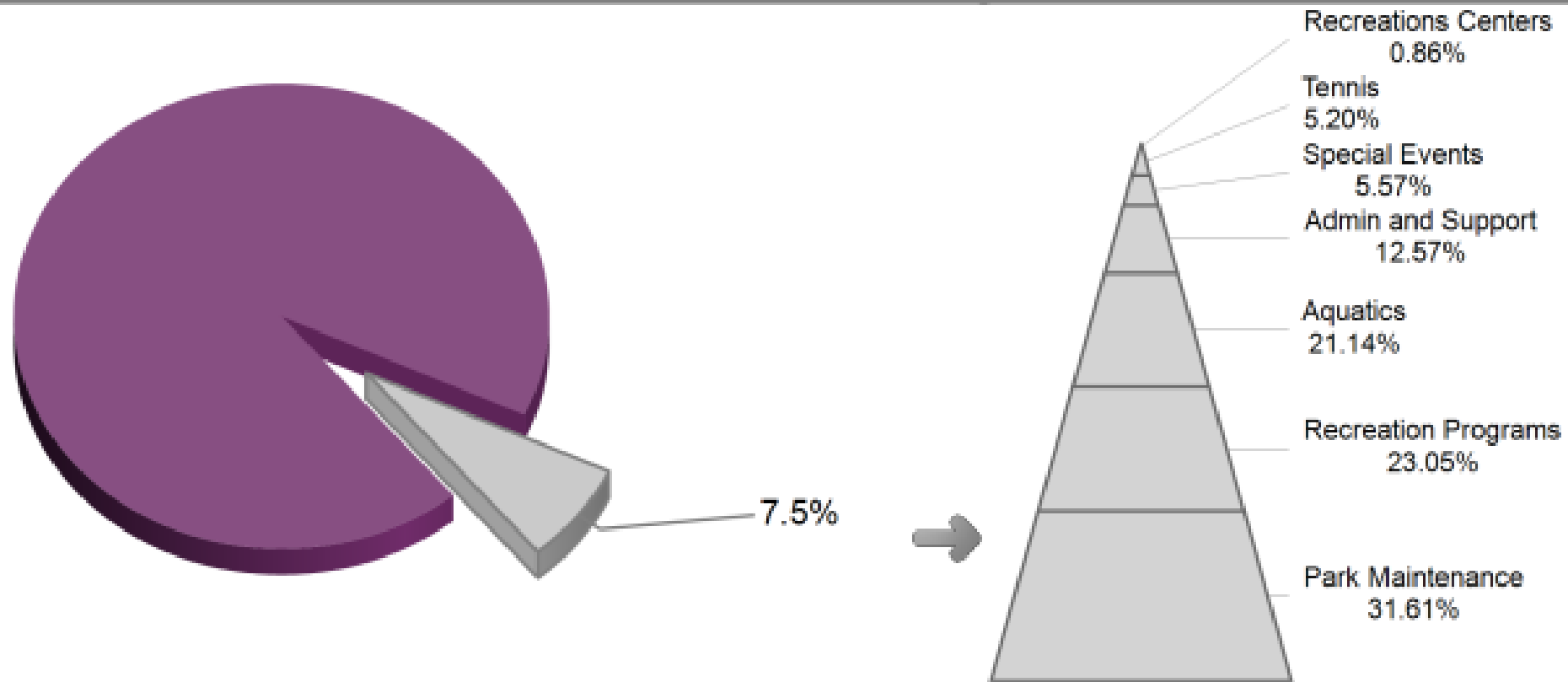
General Fund Operating Expenditure Summary

	FY2024 Actual	FY2025 Adopted	FY2025 Estimate	FY2026 Budget	% Change from Adopted
Personnel	7,772,111	10,578,500	8,791,100	11,124,500	5.2%
Supplies	1,560,440	1,947,000	2,122,100	2,032,500	4.4%
Services	3,472,644	4,280,700	4,021,500	4,218,700	(1.4%)
General Fund Operating Total	12,805,195	16,806,200	14,934,700	17,375,700	3.4%

Budget Overview

% of Total General Fund for Parks and Recreation

Broken Down by Division



Budget Overview

Parks and Recreation Department

- Full-time employees
 - 68
- Part-time employees
 - 329
- **Volunteers**
 - **1000+**



Business Services

Youth & Adult Sports

Marketing, Sponsorships & Teens

Racquet Sports

Youth & Adaptive Programming

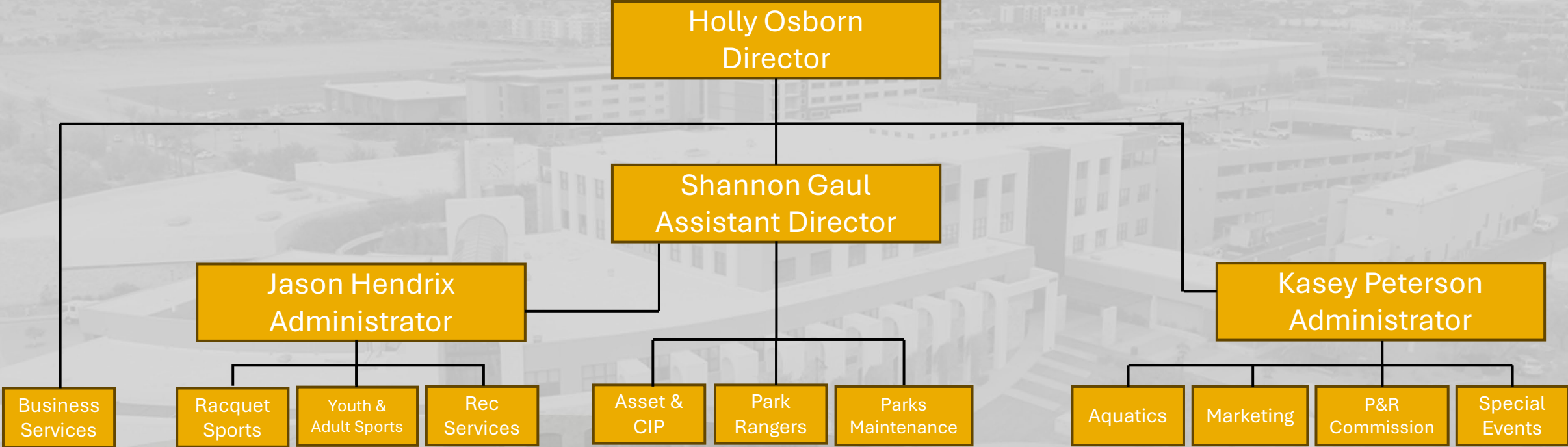
Aquatics

Special Events

Parks & Facilities

Park Rangers

Parks and Recreation Org Chart



Ottawa University Shared Usage

- 8,000 Hours Per Year
 - 4,000 Hours for Recreation/Fitness
 - 4,000 Hours for Field, Studios, Gyms, Conference Space



Business Services

- Department Budget Oversight
 - Revenue
 - Expenses
 - Procurement
- Contract Administration
- Intergovernmental Agreements (County, Dysart)
- Program & Event Reconciliation
- Monthly and Annual Reports
- NRPA, APRA, CAPRA (Commission for Accreditation of Parks and Recreation Agencies)
- Onboarding of part-time staff



Youth and Adult Sports Division



Youth Sports Leagues

18 programs

13,600 participants

Youth Sports Leagues

- Baseball
- Softball
- Tee-ball
- Kickball
- Basketball
- Volleyball
- Flag Football
- Soccer



Youth Camps & Clinics

90 programs

2,850 participants



Teen Tournaments

3 programs

100 participants



Adult Sports

39 programs

4,650 participants

ALL KIDS NEED
IS A LITTLE HELP,
A LITTLE HOPE,
AND SOMEONE WHO
BELIEVES IN THEM
Magic Johnson

Youth and Adaptive Programming



Summer Camps, Break Camps & Preschool

9 programs

12,500 participants



Special Interest Classes

560 programs

4,600 participants



Special Programs

7 programs

1,350 participants



Adaptive Events, Sports and Programs

49 programs

4,100 participants

Teen Programming



Surprise Youth Council

22 Members

40 Annual Events and Programs



Teen Volunteer Program

99 Members



Teen Adventures

30 Participants

3 Annual Adventures



2026 Teen Summit

80 Participants

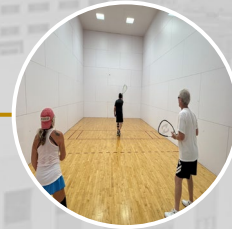
Racquet Sports



Tennis Classes
and Leagues



Pickleball



Racquetball



Pickleball
Tournaments



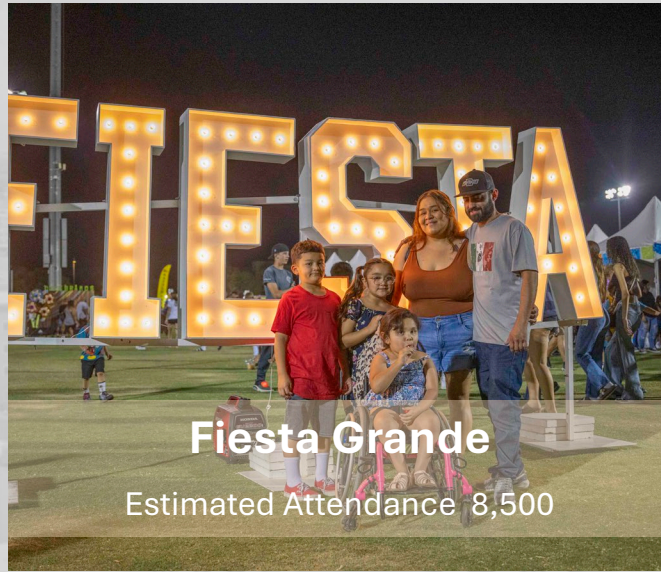
Tennis
Tournaments

Special Events



4th of July

Estimated Attendance 22,000



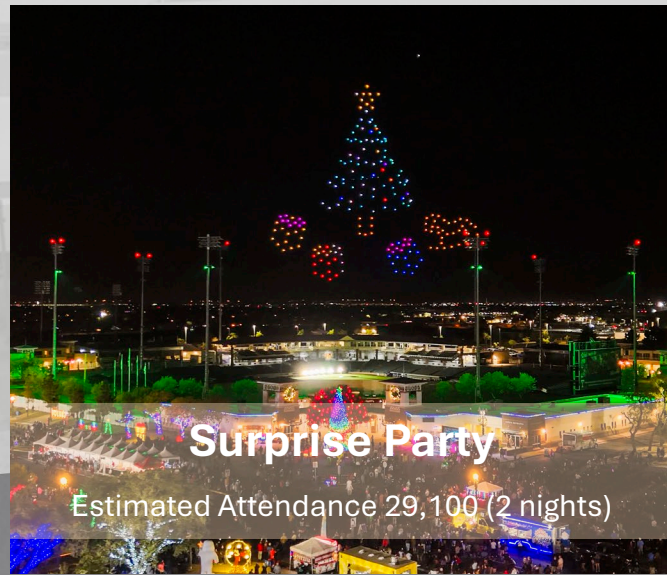
Fiesta Grande

Estimated Attendance 8,500



Veterans Day

Estimated Attendance 7900



Surprise Party

Estimated Attendance 29,100 (2 nights)



Sparkling Surprise

32,600 the month of December

Aquatics



Swim Lessons and Training Classes

444 programs
3,311 participants



Swim Team

4 programs
2,325 participants



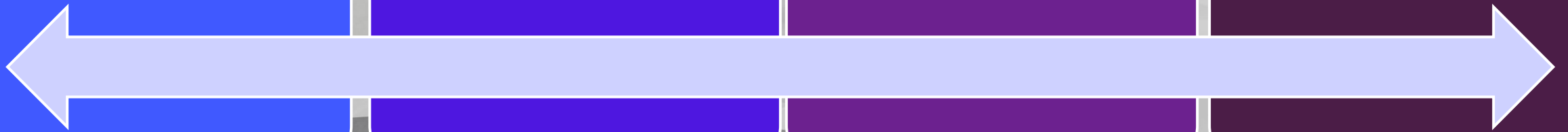
Open Swim & Special Programs

245 programs
91,422 participants



Special Interest

55 programs
1,597 participants





Marketing & Social Media

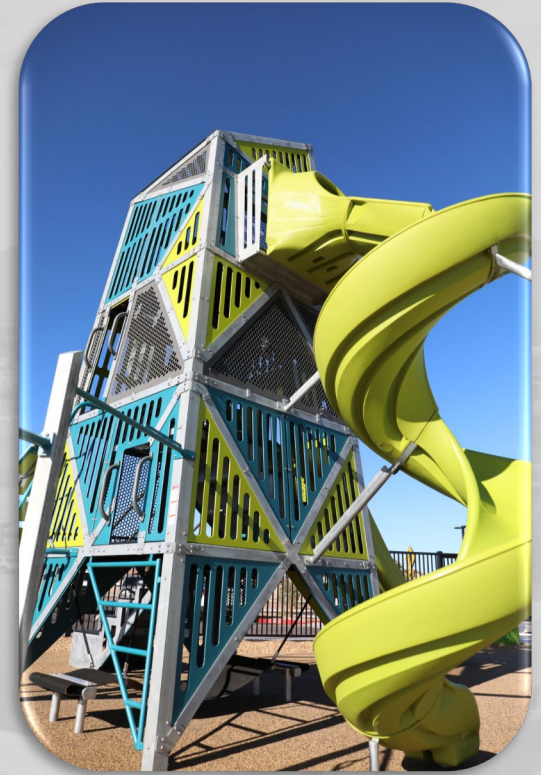
- Over 14,000 followers on Facebook
- Over 6,000 followers on Instagram
- Over 4.2 million views FY26 to date
- Over 5,000 new followers so far, this fiscal year
- Over 40,000 individuals in our email database



Parks Maintenance

“You can’t tell a kid that it’s time to exercise; that’s a turn off...you have to say, “Let’s go to the park and have some fun! Then you get them to do some running, play on the swings, practice on the balance beam, and basically get a full workout disguised as play.”

– Arnold Schwarzenegger



Turf and Ground Maintenance of over 200 acres

Supports over 700 field rentals

Supports over 800 ramada rentals

Recreation Sports Leagues and practices

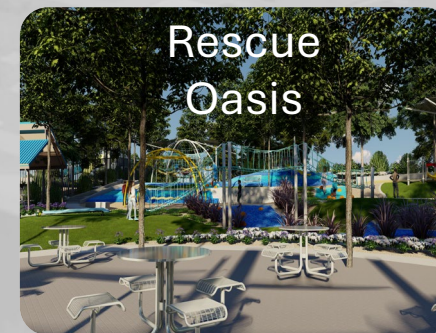
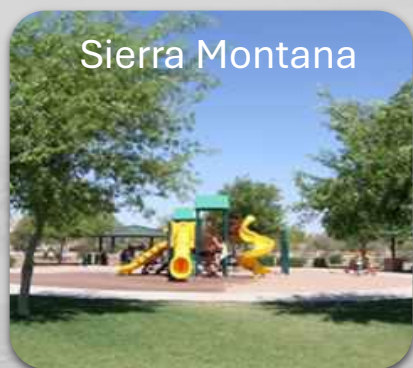
Playground Maintenance

Splashpad Maintenance

Lake quality

Dog Park Maintenance

Parks



Parks and Facilities

Parks & Facilities	Total Visits
Asante Community Park	148,240
Bicentennial Park and Lizard Run Trail	95,303
Countryside Recreation	66,950
Dick McComb (West) Park	138,412
Dick McComb Softball Field	81,745
Floyd Gaines Ballfield Park	1,407
Gaines Park	15,230
Heritage Park	223,599
Hollyhock Community Pool	11,481
Johnson Townhome Park	1,365
Mark Coronado Park	209,994
Marley Park	316,726
Royals Field	116,899
Section 10 Pocket Park	698
Sierra Montana Park	21,305
Sierra Montana Recreation Center	19,812
Surprise Aquatic Center	119,515
Surprise Community Park	1,176,964
Surprise Tennis & Racquet Complex	67,666
The Fields	155,609
Three Star Park	6,511
Veramonte Park	91,361
Villanueva Community Center	11,198
Grand Total	3,097,990

Information provided by an analytics platform PLACER.AI

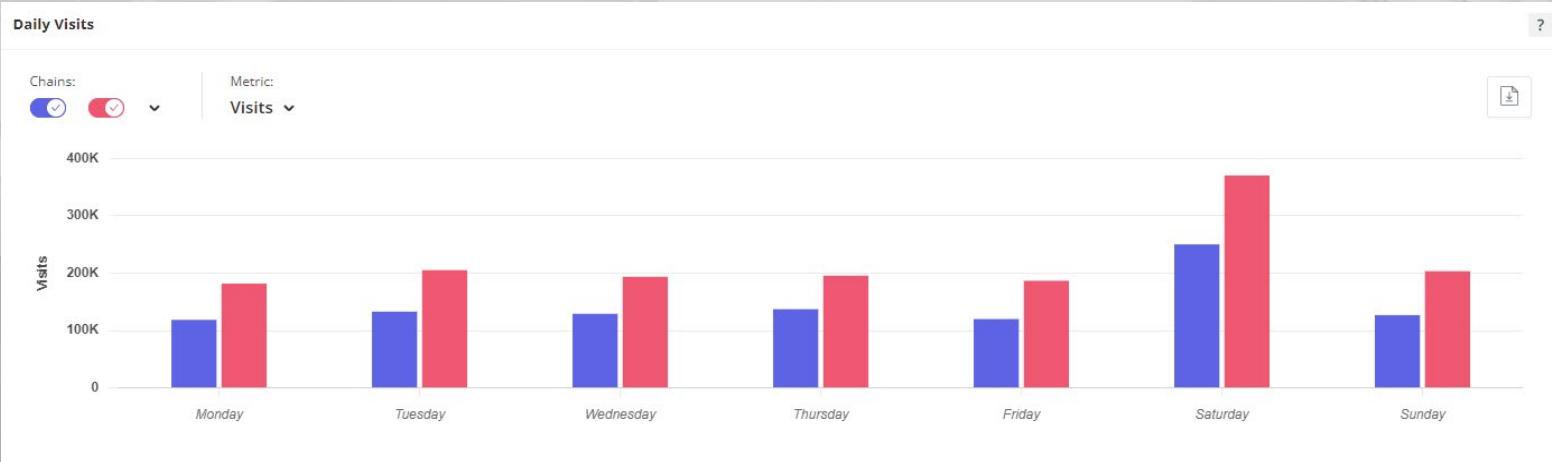
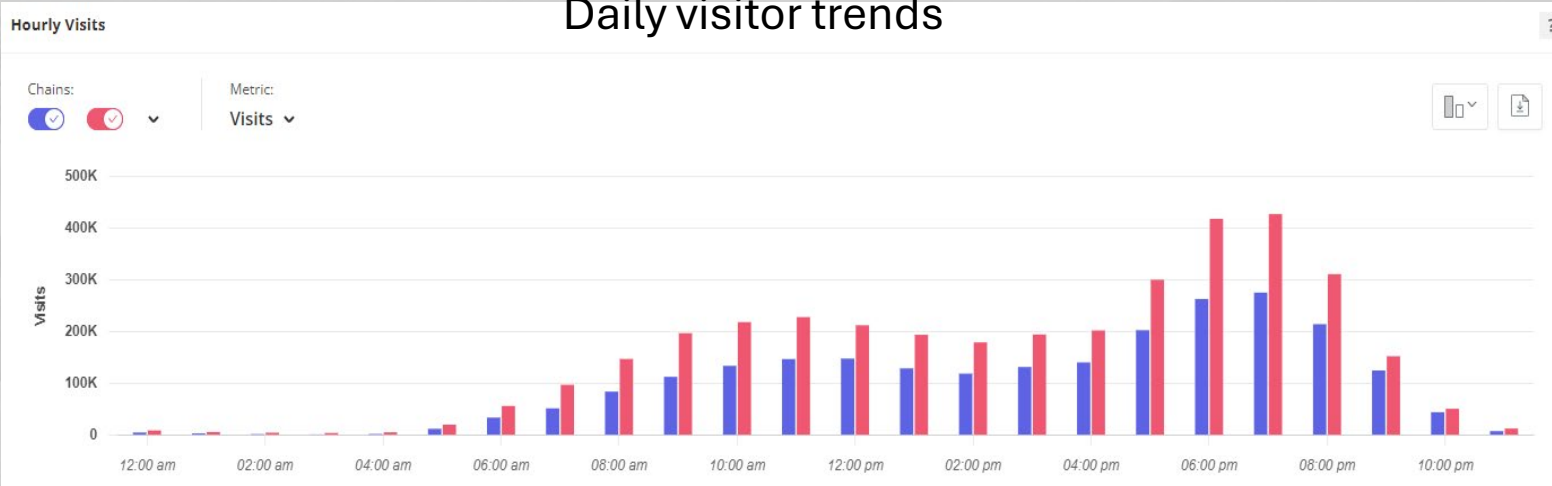
- Heat Maps
- Trends
- Visitor Information



Park Rangers

- 7 FTE

Daily visitor trends



Park Improvements



Community Park
Playground BEFORE



Community Park
Playground AFTER



Hollyhock Pool Shade
and Turf BEFORE



Hollyhock Pool Shade
and Turf AFTER

Park Improvements



Sierra Montana Park
Playground BEFORE



Sierra Montana Park
Playground AFTER



Gaines Park Playground
BEFORE



Gaines Park Playground
AFTER

**Gaines Park is currently
undergoing phase 2 of
upgrades!**

Park Improvements



Surprise Aquatic Center
BEFORE



Surprise Aquatic Center
AFTER

Other Improvements & Additions

- ✓ Basketball Wall at CMP
- ✓ Disc Golf Course at Asante



Veramonte Splash Pad
BEFORE



Veramonte Splash Pad
AFTER

Other Park Improvements

Surprise Community Park 2024



North Restroom



North Parking Lot



New Monument



New Sidewalk

Marley Park Splashpad 2025



Other Improvements & Additions

- ✓ Basketball Wall at CMP
- ✓ Disc Golf Course at Asante

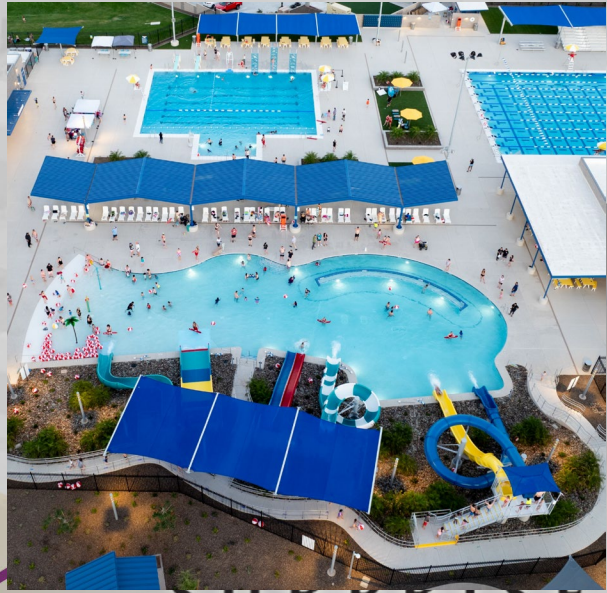
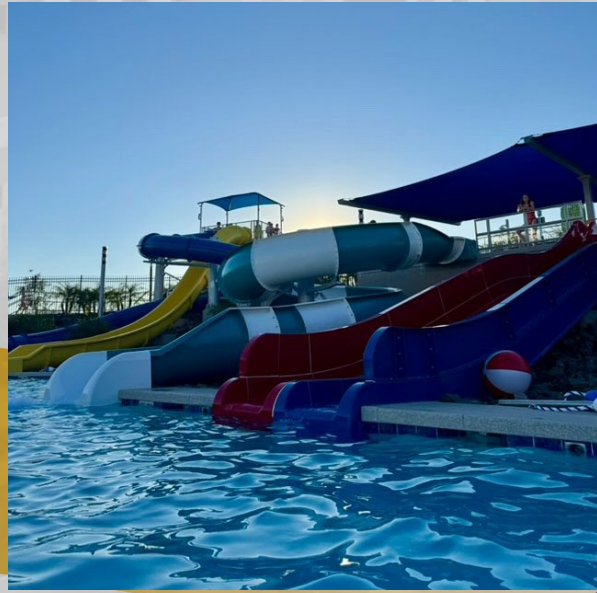
Awards 2024-2025

- **CAPRA Accreditation** – Certified Parks and Recreation Association
 - National Parks and Recreation
- **Field of the Year**(Municipal/Soccer)-The Fields at Countryside
 - Sports Turf Management Association



The Fields at Countryside





Surprise Aquatic Center



Rescue Oasis Park



Soak Station 309



SURPRISE

ARIZONA

P&R Commissioner Involvement

- Commission Meeting Attendance
 - Quarterly scheduled meetings
 - Special meetings as requested and necessary
- Make Recommendations (Typically Through Scheduled Meetings)
 - Personal expertise
 - Community member feedback
 - Analysis of information or specific issues
- Representation at Events
 - Invitations sent from staff liaison for various opportunities



Questions or Comments?

THANK YOU



SURPRISE

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