



CITY OF SURPRISE
Parks & Recreation Advisory Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
Monday, August 24, 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:

Approval of the consent agenda may be by one motion and a passing vote by the board. There will be no separate discussion on these items unless a board member requests such. The requested item for discussion will be removed from the consent agenda and considered in its normal sequence on the agenda.

REGULAR AGENDA ITEM - PUBLIC HEARING:

- | | | | |
|----|----------|--|----------------------|
| 1. | Citywide | Consideration and action to approve the minutes from the June 29, 2026, Parks and Recreation Advisory Commission. | Parks and Recreation |
| 2. | Internal | Presentation and discussion pertaining to a general overview of the Parks and Recreation FY27 Budget | Parks and Recreation |
| 3. | Internal | Presentation and discussion providing an overview of Parks and Recreation programs, including current program waitlists and resident versus non-resident fee structures. | Parks and Recreation |

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- G. Call To The Public

INSTRUCTIONS:

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

You may also fill out the [Public Comment Form](#). If submitting the online form the 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 board only on issues within the jurisdiction of the Commission. At the conclusion of the open call, board may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda.

Board members 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.

- H. Other Business and Future Agenda Items
- I. Adjournment

POSTED: Friday, August 21st, 2026 @ 1:30 PM

Council chamber doors will be open at least 30 minutes prior to the start of the meeting.

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 & Recreation Advisory Commission

Council Meeting Date: August 24, 2026
Submitting Department: Parks and Recreation
Staff Recommendations:

Contact Person:
District: Citywide

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

Agenda Wording:

Consideration and action to approve the minutes from the June 29, 2026, Parks and Recreation Advisory Commission.

Motion:

Motion to approve the minutes from the June 29, 2026, Parks and Recreation Advisory Commission Meeting.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:

1. 6.29.26 Minutes
-

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

Meeting Minutes

Monday, June 29th @ 6:00 PM
City of Surprise Council Chambers
16000 N Civic Center Plaza, SURPRISE, ARIZONA 85374

CALL TO ORDER

A. Call to Order

B. Roll Call

Members Present: Madalyn Volling, Patrick Campbell, Michael Wallace, Matt Ives, Brent Bailey

Absent: Patricia Blaisdell, Kimberly Hale

Quorum has been established

City Staff Present: Recreation Administrator Kasey Peterson and Supervisor Shelby Fenwick

C. Pledge of Allegiance

D. Current Events

Commissioners Patrick Campbell and Madalyn Volling attended the NCAA Division II Tennis Championship banquet, where they had the opportunity to speak during the event. They shared that it was a well-attended and enjoyable evening and expressed their appreciation for being invited. Both commissioners commented that it was a great experience to interact with the student-athletes and coaches and to be part of such a prestigious championship event.

Staff Reports

Kasey Peterson, Parks and Recreation Administrator, provided an update on the City's Independence Day Celebration scheduled for Saturday, July 4, from 6:00 to 9:00 p.m. She noted that the fireworks display will begin at 8:45 p.m. and highlighted a new feature this year—a lake barge that will enhance the fireworks show. Kasey also shared additional event details, including live entertainment provided by a DJ and participating food trucks celebration.

CALL TO THE PUBLIC / PARKS & RECREATION ADVISORY COMMISSION

No public comments were received during 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 April 27, 2026, Parks and Recreation Advisory Commission meeting minutes.

Commissioner Michael Wallace made a motion to approve the item, which was seconded by Commissioner Patrick Campbell. The motion passed unanimously with a 5-0 vote.

Item 2 – INTERNAL – Consideration and action to move the August 31st, 2026, Parks and Recreation Commission Meeting to August 24, 2026.

Commissioner Madalyn Volling made a motion to approve the item, which was seconded by Commissioner Patrick Campbell. The motion passed unanimously with a 5-0 vote.

Item 3 – INTERNAL – Presentation and training pertaining to the Open Meeting Law, conflicts of interest, and gifts by the City Attorney's office.

Jacinda Stephens and Bianca Cortez of the City Attorney's Office provided a training presentation for the Commission, with City Attorney Jeff Murray also in attendance. The presentation reviewed the requirements of Arizona's Open Meeting Law, including public meeting, agenda, and communication requirements, as well as the responsibilities of commissioners to avoid serial communications and other violations. The training also covered conflicts of interest, emphasizing the importance of disclosing substantial interests and refraining from participation when appropriate, and concluded with an overview of state laws and ethical guidelines regarding the acceptance of gifts by public officials.

Following the presentation, Commissioners Campbell and Volling asked several questions regarding the conflicts of interest portion of the training, and Vice Chair Ives requested clarification on the rules governing email communications between commissioners. City Attorney Jeff Murray and the City Attorney's Office staff responded to the commissioners' questions and provided additional guidance on the applicable legal and ethical requirements.

Item 4 – INTERNAL – Presentation and discussion pertaining to a general overview of the Parks and Recreation department, programming and events.

Kasey Peterson, Parks and Recreation Administrator, presented an overview of the Parks and Recreation Department, highlighting its mission, organizational structure, and the wide range of programs, services, and facilities offered to the community. The presentation included department accomplishments, participation and visitation statistics, budget and staffing information, major special events, park maintenance efforts, recent and ongoing capital improvements, and national awards recognizing the City's parks and recreation system. Kasey also reviewed the role of the Parks and Recreation Commission and opportunities for commissioner involvement in supporting department initiatives and community events.

OTHER BUSINESS AND FUTURE AGENDA ITEMS

The Commission identified several topics of interest for future meetings, including an overview of the FY27 Parks and Recreation Department budget, a breakdown of department revenues, and an overview of Parks and Recreation programs with current waitlists.

ADJOURNMENT

Commissioner Brent Bailey made a motion to adjourn the meeting, which was seconded by Commissioner Patrick Campbell. The motion passed unanimously with a 6-0 vote. The meeting was adjourned.

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
Parks & Recreation Advisory Commission

Council Meeting Date: August 24, 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 FY27 Budget

Motion:

Presentation and discussion only

Background:

The Parks and Recreation Department will provide a presentation and general overview of its Fiscal Year 2027 (FY27) budget, including revenues, expenditures, staffing, operating costs, and asset replacement needs. The presentation is intended to provide Commissioners with an understanding of key budget priorities and financial considerations.

Objective Analysis:

Policy Compliant:

Financial Impact:

None

Budget Impact:

No Impact

FTE Impact:

None

ATTACHMENTS:

1. Aug 2026 Financial Review P&R Commission
-



Financial Review

Parks & Recreation 08/24/2026



Financial Overview

FY26 Overview

Category	FY26 Budget	FY26 Actual	Available	% Used	FY27 Budget
Personnel Services	\$11,124,500	\$10,097,379	\$1,027,121	90.77%	\$11,840,700
Supplies & Services	\$6,251,800	\$6,204,009	\$39,032	99.08%	\$6,492,800
Asset Replacement	\$3,351,200	\$4,497,313	\$991,118	70.42%	\$1,893,200
Revenue	\$3,492,900	\$3,760,479		107.66%	\$4,219,900



Financial Overview

FY27 Key Focus Areas

Area	FY25	FY26	FY27 Budget	Budget
Revenue	3,606,060	\$3,960,479	\$4,219,900	Staffing Investment: Increased revenues have allowed us to add an additional Specialist dedicated to Facility Rentals and increase part-time staffing hours to support operational needs.
Utilities	\$1,435,389	\$1,788,567	\$2,117,100	Rising Operating Costs: Contractual and inflationary increases, particularly for essential utilities, have required budget adjustments, including eliminating Eggstravaganza to redirect funding toward essential operating costs.
Asset Replacement		\$2,011,000	\$1,893,200	Asset Replacement: Approximately \$4.2 million in assets are scheduled for replacement in FY27, creating a significant shortfall in upcoming capital funding need.



SURPRISE
ARIZONA

**QUESTIONS OR
COMMENTS?**

Thank You



CITY OF SURPRISE
Parks & Recreation Advisory Commission

Council Meeting Date: August 24, 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 providing an overview of Parks and Recreation programs, including current program waitlists and resident versus non-resident fee structures.

Motion:

Presentation and discussion only

Background:

The Parks and Recreation Department will provide an overview of its programs and services, including participation levels, current waitlists, and resident versus non-resident participation. The presentation will provide Commissioners with an understanding of program demand and utilization across the Department.

Objective Analysis:

Policy Compliant:

Financial Impact:

None

Budget Impact:

No Impact

FTE Impact:

None

ATTACHMENTS:

1. Aug 2026 Programming Review PR Commission HO
-



FY26 Programming Review

Parks & Recreation 08/24/2026

Parks and Recreation Department

- Full-time employees
 - 74
- Part-time employees
 - 367
- **Volunteers**
 - **1000+**



Business
Services

Youth & Adult
Sports

Marketing,
Sponsorships
& Teens

Racquet
Sports

Youth &
Adaptive
Programming

Aquatics

Special
Events

Parks &
Facilities

Park Rangers

Programming Review

Type	FY25	FY26	Waitlists	Programming
Aquatics:	98,655	97,106	663	Total: 204,184
Adaptive:	3,708	13,082	89	
SIC:	4,261	5,265	474	
Tennis & Racquet:	37,553	50,976	533	
Sports:	20,763	23,012	1,426	
Youth & Teens:	1,165	2,679	19	
Licensed Programs:	11,537	12,064	0	
Total:	177,642	204,184	3,204	

Special Event

Total: 104,600

(Fiesta Grande Cancelled due to weather)

Waitlists

Total: 3,824

Non-Resident participation for programming is at about 10% across most programs. The largest outlier is adaptive, which is about 30%



Rental Review

FY26 Review of Rental

Residency

Resident

Type	Hours
Field Rentals:	2,875
Pool Rentals:	2,542
Racquet Rentals:	18,663
Facility Rentals:	463
Ramada Rentals:	6,492
Total:	33,233

Combined

Total: 112,176

Non-Resident

Field Rentals:	2,262
Pool Rentals:	1,780
Racquet Rentals:	41,064
Facility Rentals:	328
Ramada Rentals:	4,476
Total:	78,943



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QUESTIONS OR COMMENTS?

Thank You