

**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.

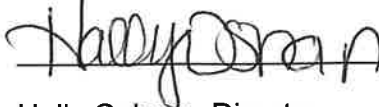
ADJOURNMENT

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.



Vice Chair Matt Ives, 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 June 29, 2026.



Shelby Fenwick, Recreation Supervisor