



**Notice of Public Meeting of the Parks and Recreation Commission**

Pursuant to A.R.S. 38-431.02 notice is hereby given to the public that the Parks and Recreation Commission of the Town of Sahuarita will be holding a meeting on May 6, 2015 at or after 6:00 p.m. at Sahuarita Town Hall – Council Chambers 375 W. Sahuarita Center Way, Sahuarita, AZ 85629.

To better serve our community, the Council Chambers is wheelchair accessible. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Town Clerk's Office at 520-822-8801. Requests should be made no later than three working days prior to the meeting to arrange the accommodation.

**April 6, 2016**

**Notice of Public Meeting of the Parks and Recreation Commission  
Regular Meeting 6:00 p.m.**

**1. CALL TO ORDER**

**2. ROLL CALL**

- Chairperson Diane Huckins
- Vice-Chairperson Sheldon Zatkan
- Commissioner Andres Gabaldon
- Commissioner Kali Hoenes
- Commissioner Vincent D. Luna
- Commissioner Patti Woolley

**ABSENT**

- Commissioner Deitrick Smart

**3. CALL TO THE PUBLIC**

At this time, any member of the public is allowed up to five minutes to address the Parks & Recreation Commission on any issue not already on tonight's agenda. Pursuant to the Arizona Open Meeting Law, at the conclusion of Call to the Public, individual members of the Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be placed on a future agenda, commission member cannot take action on or discuss matters raised in an open call to the public unless the matters are properly noticed for discussion.

**4. COMMISSION DISCUSSION/ACTION REQUEST**

**A. Approval of Minutes, February 3, 2016 Parks & Recreation Commission Meeting**

**MOTION;** I move to approve the February 3, 2016 meeting minutes. **MOTION;** Commissioner Gabaldon, **SECOND;** Commissioner Hoenes. **MOTION CARRIED.** All in favor.

**B. Update on No Smoking Policy**

The Anza Trail SWAT Coalition presented their progress to the Commission of the No Smoking trial at Sahuarita Lake Park and Anamax Park. The Anza Trail SWAT Coalition has partnered with the Waldon Grove SWAT Coalition and have participated in two park clean ups where they found over 200 cigarette butts each time. They have also started a survey to find more information from park users about their smoking habits and how they feel about the no smoking policy that has been extended to Anamax Park and Sahuarita Lake Park. The SWAT Coalition representatives also thanked the Parks & Recreation Department as well as the Parks & Recreation Commission for the placement of the new "No Smoking" signs at both parks.

**C. Budget Presentation- A.C. Marriotti, Sahuarita Finance Director**

A.C. Marriotti, Sahuarita Finance Director, presented a tentative manager budget report. He explained to the Commission that the budget had not been approved by the Town Manager; therefore, it was still only a tentative report. In his presentation he explained that the budget is separated into two sections Capital

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Posting Date: \_\_\_\_\_; Time \_\_\_\_\_; Posted By: \_\_\_\_\_

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projects and Operational projects. Capital projects are a one-time cost whereas Operational projects are ongoing. Mr. Marriotti advised the Commission that due to our current budget the financial approach has switched to more of a maintenance approach. Instead of creating more infrastructure, the Town will concentrate their spending on improving or maintaining the infrastructure that has already been established. For fiscal year 2017, the preliminary budget for Parks & Recreation will focus on the new maintenance building that will replace the current building which is in unsuitable condition.

**D. Commission to vote on CIP prioritization list**

The Commission discussed whether there was a need to vote on the CIP prioritization list after hearing the Finance Directors report on the budget. The Commission expressed that due to the fact the budget will not allow for any additional capital improvement projects was there a need for them to vote. Debbie Summers, Parks & Recreation Director, explained that their job as Commissioners was to represent the voice of the Town of Sahuarita residents. She requested that they proceed to vote on the CIP prioritization list, regardless of the budget restraints, so that Council will understand the needs and requests of Town residents. Commissioner Luna suggested that the Commission should only make a voting decision on fiscal year 2017 due to many uncertainties in future years. Chairperson Huckins makes a motion. **MOTION**; I move to approve the current CIP prioritization list 1-4 for 2017. **MOTION**; Commissioner Luna, **SECOND**; Commissioner Woolley. **MOTION CARRIED**. All in favor.

**E. Update on Quail Creek & Anamax off leash dog park issues**

Parks & Recreation Director, Debbie Summers, advised the Commission that all commercial grade replacement chairs have been ordered. There will be 10 chairs in each section of the dog parks. The chairs should be used for handicap residents only. The chairs will be available on May 16, 2016. Initially, all chairs will be placed at Anamax Park as Quail Creek-Veterans Municipal Park (QCVMP) will be closed for turf regeneration on that day. All personal property must be removed on or before May 15, 2016 at both dog parks. Anything remaining in the parks on May 16, 2016 will be removed by Parks & Recreation maintenance staff. QCVMP will be closed from May 16, 2016 to approximately July 1, 2016. Debbie also provided the Commission with a copy of the dog park rules. She explained that she has received several calls from residents urging the staff to change the current rules regarding the criteria of a dog to enter the small dog and large dog side. Ms. Summers asked the Commission to consider changing the rules to have a specific weight limit. Several Commission members agreed that updating the rules is a good idea. The discussion was tabled for a future discussion. Members of the public were in attendance and two dog park attendees spoke about their concerns.

**F. Discussion regarding Commission’s involvement in gaining community support for future recreation center**

Parks & Recreation Director, Debbie Summers, referred to the letter received from Town of Sahuarita student, Solomon Mott, expressing the need for a town recreation center. She shared with the Commission that she appreciated his willingness to provide funding ideas for the proposed recreation center. Debbie explained that any projects going forward will need to be in phases. She is planning to meet

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with the community center operating partnership group (YMCA, SUSD, Rancho Sahuarita, and the Town of Sahuarita) in the next few months to come up with a plan.

**G. Update on Verizon Wireless Tower at North Santa Cruz Park**

Verizon Wireless is preparing to submit their construction plan. Construction is scheduled to tentatively begin mid-June and end near the end of July. Fields one and two will be closed during construction.

**H. Stand Up Paddle Board- Update**

Stand Up Paddle Boarding has officially started. Council member Egbert and her husband were featured in the local newspaper on their paddle boards at Sahuarita Lake. Debbie advised the Commission that the launching location of the stand-up paddleboards on the lake has become a concern. Commissioner Luna recommended that only the north end of the lake to be used for launching. He believes it is the safest location.

**I. Parks & Recreation Design Standards Manual- Update**

Debbie introduced, Chris Saunders, University of Arizona Capstone Masters student. Chris is part of a team of students working on the update of the Parks & Recreation Design Standards Manual. Mr. Saunders addressed the Commission and provided them an overview of each area of the manual. Mr. Saunders explained that the current fees, required by the Town of Sahuarita of residential developers, are very low compared to other municipalities within Arizona. Chris Saunders requested that the Commission review the updated version of the manual and provide his team with any changes or updates as soon as possible.

**J. Fiesta Sahuarita- Update & Logo Contest**

Debbie Summers advised the Commission that the logo contest flyers have been distributed to all school and is available on the website. The deadline for the contest is May 6th, 2016.

**5. PARKS & RECREATION DIRECTOR’S REPORT ON CURRENT EVENTS RELATING TO RECREATION PROGRAMS, EVENTS, PARKS AND FACILITIES UPDATES, HIGHLIGHTS AND ISSUES**

- Debbie Summers introduced Patti Woolley, the newest Parks & Recreation Commissioner, to the Commission. Each Commissioner took a moment to introduce themselves to her
- All Commissioners were reminded to RSVP for the Volunteer Appreciation Event
- Commissioners were encouraged to fill out the survey on the Town website and to encourage other residents to do the same
- The June Parks & Recreation Commission meeting has been moved to June 8, 2016
- Debbie asked the Commission to review the quarterly submission for employee recognition
- New parks and recreation program guide will be available soon
- Sahuarita Triathlon will be May 7-8, 2016. Lake will be closed for boating and fishing from 6am-12pm
- Mariachi Madness is May 7th, 2016 at the Lake Amphitheater
- Debbie Summers reported that TG watersports is doing great and receiving a lot of positive attention

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**6. COMMISSIONER'S REPORT ON CURRENT EVENTS / ACTIVITIES**

Nothing reported

**7. FUTURE AGENDA ITEMS**

- Approval of Minutes, April 6, 2016 Parks & Recreation Commission Meeting
- Update on No Smoking Policy
- Discussion on dog park rules
- Discussion on sports fields issues
- Update on Verizon Wireless Tower at North Santa Cruz Park
- Parks & Recreation Design Standards Manual- Update
- Quarterly employee recognition submission
- Fiesta Sahuarita- Update

**8. ADJOURNMENT**

Chairperson Diane Huckins called the meeting adjourned at 8:07 p.m. without objections.

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