



PARKS & RECREATION COMMISSION MEETING

Regular Meeting Minutes
September 7, 2016
6:30 PM

The Mayor and Council of the Town of Sahuarita met in the Sahuarita Council Chambers, 375 West Sahuarita Center Way, Sahuarita, AZ 85629 on Wednesday, September 7, 2016.

I. CALL TO ORDER

The meeting was called to order at 6:30 PM by Chairperson Diane Huckins

II. ROLL CALL

Attendee Name	Title	Status	Arrived
Sergio Arellano	Commissioner	Late	
Charles Borozinski	Commissioner	Present	
Shel Zatkan	Vice Chairperson	Present	
Diane Huckins	Chairperson	Present	
Kali Hoenes	Commissioner	Present	
Vince Luna	Commissioner	Absent	
Patti Woolley	Commissioner	Present	

III. CALL TO THE PUBLIC

No members of the public present

IV. APPROVAL OF MEETING MINUTES

1. August 3, 2016 Draft Meeting Minutes

Commissioner Wolley motioned.
Commissioner Borozinski second.
All approved.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Arellano, Borozinski, Zatkan, Huckins, Hoenes, Woolley
ABSENT:	Vince Luna

V. BUSINESS

1. Parks and Recreational Area Design Standards Manual

Ms. Summers explained the proposed changes to the Parks and Recreation Area Design Standards Manual - which were emailed to the stakeholders for review prior to the stakeholder meeting later this month, the proposed changes were discussed follows:



Amount of park space to be developed is proposed at 10 acres per thousand from the current 8 acres. Minimum developed space is 60% percent of total required, not 50%.

In-lieu fee requests will need to be approved by Town Manager and Town Council prior to the Recreation Area Plans being developed before we can start the process.

In-lieu fees for single family homes are up a bit and down for apartment type complexes.

Trails included in the RAP will count towards the requirement but at no more than 25% of the total requirement that does not mean or include bike lanes and sidewalks along roadways.

One sports field is proposed to be included as part of the park requirement for every 2,000 people or 400 single family units in the project. FICO is following this with their planned development of Sahuarita Farms.

Chairperson Huckins would like an update following the stakeholder meeting.

Vice-Chair Zatkan would like to thank the Capstone Students for their participation.

RESULT:	DISCUSSION ONLY
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2. Arizona Parks and Recreation Association 2016 Conference

Chairperson Huckins thought the guest speaker Jeff Hoffman was very educational. Mr. Hoffman talked about growing up as a child in the parks and thanked Parks and Recreation Professionals for doing what they do. Mr. Hoffman believes that had he not spent his time in the parks as a child, the outcome of his life would have been much different. Mr. Hoffman works as a successful world renowned entrepreneur and motivational speaker.

Ms. Parkin read the Commissioners Luna's comments sent via email: In reference to the Arizona Parks and Recreation Conference (APRA) agenda item; I thoroughly enjoyed the Commissioner Day discussions and interaction with fellow APRA members. The highlight of the day was the day' guest speaker, who kept the audience' attention with his AZ childhood stories involving local Phoenix parks and his commitment to local organizations especially those that are community driven by volunteers. Great message; left the room feeling proud to be a community volunteer. Recommend next year' conference to all our new commissioners.

Borozinski thought it was worth the trip.

RESULT:	DISCUSSION ONLY
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3. State of the Town Scheduled for September 28, 2016

Ms. Summers invited the Commissioners to the Sahuarita State of the Town Address on Wednesday, September 28, 2016 from 11:30 am to 1:00 pm, at the Madera Clubhouse, Quail Creek Country Club, 2055 E. Quail Crossing Blvd., Green Valley, Arizona. Ms. Summers asked that those who would like to attend the Sahuarita State of the Town Address RSVP to lparkin@sahuaritaaz.gov or call 520-822-8896 by September 16, 2016. Commissioners will be billed for their ticket following the event.

Commissioners may bring a guest, but if they wish to do so they can purchase tickets online at mpaaaz.org. Guest tickets are \$45.00 (\$60 after September 13th).



Commissioner Arellano asked staff to email the link for guest registration and ticket purchase.

RESULT:	DISCUSSION ONLY
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4. Meeting Process for Agendas, Meetings and Minutes as the pertain to the new software

Ms. Summers explained the new Agenda and Communication to the Commissioners and that this would be the new format starting in October when we go live with the new software.

Ms. Summers asked for feedback from the Commissioners as to how they would like to handle the procedure for Agenda approval moving forward with the new software. Staff was directed to send the Agenda to the Chair and Vice Chair by 1 pm on the Wednesday two weeks prior to the meeting. The Chair and/or Vice Chair will plan to respond to the Agenda approval request by Friday evening. Staff will email the Agenda and packet to the Commissioners on Wednesday one week prior to the meeting. Staff was asked to have paper copies available at the meetings for Commissioners.

Commissioners who wish to add items to the Agenda will email a request to Chairperson Huckins two weeks prior to the meeting - if they would like an item on the Agenda.

RESULT:	DISCUSSION ONLY
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5. Commissioner Handbooks

Ms. Summers asked the Commissioners if they had any questions and have any additional materials they would like to add to the book.

Commissioners were happy with the way their handbooks were presented to them.

RESULT:	DISCUSSION ONLY
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VI. COMMISSIONERS' AND DIRECTOR'S REPORTS ON CURRENT EVENTS

Adopted no-smoking policy for their books.

Working with SWAT on the additional no-smoking sign placement.

Verizon Cell Tower project started (insert date) What is currently constructed is the temporary light tower. Project is scheduled for completion in 6-8 weeks. MUSCO lights will be in place once project is complete.

Whatever Floats Your Boat 10 boats entered in the race.

7-12 is the fishing festival and at noon is the WFYB at the north end of the park.

Quail Creek Veterans Park flooding. North end of field. Plans are underway to install dry wells to assist with drainage. Staff is studying feasible long term solutions.

All fields and Dog parks were closed today due to inclement weather.



Commissioners Reports:

Nothing to report.

VII. FUTURE AGNEDA ITEMS

Chairperson Huckins reminded Commissioners to email her if they have any items they would like to have placed on the Agenda.

VIII. ADJOURNMENT