



Parks & Recreation Commission Meeting Minutes

Regular Meeting Minutes
February 6, 2019
6:30 PM

The Parks and Recreation Commission of the Town of Sahuarita met in the Sahuarita Council Chambers, 375 West Sahuarita Center Way, Sahuarita, AZ 85629 on Wednesday, February 6, 2019.

I. ROLL CALL

Attendee Name	Title	Status	Arrived
Jeff Allen	Commissioner	Present	
Diane Huckins	Chairperson	Present	
Erin Thomas	Vice Chairperson	Present	
Michele Ahern	Commissioner	Present	
Vince Luna	Commissioner	Absent	
Shel Zatkan	Commissioner	Absent	

Ahern participated by phone. One vacancy.

II. CALL TO THE PUBLIC

No members of the public spoke.

III. APPROVAL OF MEETING MINUTES

1. Approval of the December 5, 2018 Commission Meeting Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erin Thomas, Vice Chairperson
SECONDER:	Jeff Allen, Commissioner
AYES:	Jeff Allen, Diane Huckins, Erin Thomas, Michele Ahern
ABSENT:	Vince Luna, Shel Zatkan

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IV. BUSINESS

1. Discussion and Recommendation on Proposed Revisions to the Parks and Recreation Area Design and Development Standards Manual

Smejkal presented a PowerPoint to summarize background, goals of update and key decision points of the proposed revisions to the Parks and Recreation Area Design and Development Manual (PRADSM).

Discussion ensued.

Key decision points:

- Keep 8 acres per 1,000 as standard
- Change occupancy per dwelling unit from 2.5 Single Family Development and 1.62 Multi Family Development to 2.37 all Developed Units
- Optional In-lieu fee eligibility 50 units or less and .5 mile from Town-owned park not to exceed 50% of required recreation area improvement
- Base In-lieu fee on Town's cost to acquire and construct parks; set fee at \$3,981/unit, review annually.

Thomas asked for clarification on the Town's current In-lieu fee, which is lower than the Town's cost to build.

Allen motioned to recommend the PRADSM go to Town Council as presented, Thomas second. Discussion ensued. Director Smejkal stated that she received some suggested edits that she had not had an opportunity to incorporate in the document. Allen withdrew his motion, staff will bring an updated draft PRADSM back to the Commission for review in March after it is edited.

Ahern arrived to participate in person at 7:07 p.m.

RESULT:	DISCUSSION ONLY
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V. COMMISSIONER AND DIRECTOR REPORT ON CURRENT EVENTS

1. Director and Commissioner Reports

Huckins announced a vacancy on the Commission due to Arellano's resignation.

Progress continues with park projects. Quail Creek Safety Netting is installed. Completed projects at Anamax are the Volleyball Court Renovation, and Recreation Center reception area ADA remodel with refurbished office and ready room. Council approved the Lake Wall repair contract. The repair project is scheduled for the end of February, with an estimated three week completion date. Staff began the Anza Trail irrigation system renovation project, and continues to work with school maintenance staff to schedule the field improvement project. Park directional sign installation is in progress.

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Recreation Manager Adelina Martin is back from leave and operating out of the Parks Administration office, both the Recreation and Event Coordinators are reporting to Martin. Winter Fest was a success with approximately 9,000 in attendance. Staff interacted with the public during the Town's 25th Anniversary Open House; families played trivia in the Parks Administrative Office along and games and crafts at the Park and Play Van outside. There were 98 in attendance at the STAC Legacy Race to pay homage to teens who have lost their lives. STAC Acts of Kindness event is February 9th, STAC teens will do good gestures throughout the day around Town. Concert at the Lake, attendance on February 2nd was up with 100+.

Field allocation for the spring sports season included implement use of the new allocation policy. All February permits were paid in advance.

Staff submitted the Fiscal Year 2020 budget request.

Thomas asked if the fields will be open or closed at Anza during the irrigation improvement project. Smejkal said the goal is to keep the fields open; we are working with school staff so as not to impact school needs.

Allen asked if the hole in the field was filled in. Staff walked the entirety of the fields following the December meeting and initiated fills.

RESULT:	DISCUSSION ONLY
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VI. FUTURE AGENDA ITEMS

1. Future Agenda Items

Fiesta Sahuarita Logo winner presentation
Pickleball Courts

RESULT:	DISCUSSION ONLY
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VII. ADJOURNMENT