



# Parks & Recreation Commission Meeting Minutes

Regular Meeting Minutes  
April 5, 2017  
6:00 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, April 5, 2017.

## I. ROLL CALL

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

## II. CALL TO THE PUBLIC

## III. APPROVAL OF MEETING MINUTES

### 1. Approval of the March 1, 2017, Commission Meeting Minutes

Motion was made by Commissioner Luna, seconded by Vice Chair Zatkan, to approve the March 1, 2017, meeting minutes. MOTION CARRIED UNANIMOUSLY.

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| <b>RESULT:</b> | <b>APPROVED [UNANIMOUS]</b>                |
| <b>AYES:</b>   | Borozinski, Zatkan, Huckins, Luna, Woolley |
| <b>ABSENT:</b> | Sergio Arellano                            |

## IV. BUSINESS

### 1. Sahuarita Teen Advisory Council (STAC) Presentation

The Sahuarita Teen Advisory Council (STAC) Officers provided the commission with a presentation about their vision, purpose, and events held throughout the year. STAC also showed their distracted driving video and their interview with KOLD News to the commissioners.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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### 2. Open Meeting Law Training

Dan Hochuli, Town Attorney provided the commissioners from Planning and Zoning and Parks and Recreation with an Open Meeting Law Training. Planning and Zoning Boards and

## Parks & Recreation Commission Meeting Minutes

Commissions members present were Michael Hernandez, Nathan Barrett, and John Backer.

Topics of the training include Open Government, Meetings, Meeting Notice, Public Access, Call to the Public, Minutes, Executive Sessions, and Sanctions.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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**3. Drone Use Policy**

Ms. Summers briefed the commission on the drone use and Arizona State Law. Ms. Summers also provided the commission with reasons why she chose Quail Creek Veterans - Municipal Park and North Santa Cruz Park as the two parks to allow drone use.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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**4. Fiesta Sahuarita Update**

Ms. Hinkle provided the commissioners with an update on Fiesta Sahuarita. Attendance numbers, 110 vendors, \$14,320 in sponsorship, 83 volunteers, and the Snap Chat filter generated 5,000 views.

Chairwoman Huckins said that she was glad the the date change did not have negative effects on the event.

Commissioner Luna thought the event went well and he liked the change to the date and time.

Next year's event will be held on March 31, 2018.

Commissioner Woolley enjoyed the event.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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**5. Parks and Recreation Area Design Standards Manual**

Ms. Summers provided the commission with a status update on the progress of the draft discussions. The next Parks and Recreation Area Design Standards Manual meeting will be April 24, 2017.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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**6. Volunteer Appreciation**

Ms. Summers asked the commissioners to please be sure and RSVP by April 13, 2017, whether they are attending or not.

**7. Chair and Vice Chair Election Process**

Ms.. Summers discussed Chapter 2.10.10 and 2.10.20 with the commissioners on the Chair and vice Chair election process.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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**V. COMMISSIONERS' AND DIRECTOR'S REPORTS ON CURRENT EVENTS**

## Parks & Recreation Commission Meeting Minutes

### 1. Director/Commissioner Report

Ms. Summers provided the commissioners with an update on:

Continuing the concert series August through January.

Mariachi Madness and the Triathlon are the weekend of May 5, and 6, 2017.

Budget and the Capital Improvement Project (CIP) budget for fiscal year 2018.

Animal Control - the Police Department will handle enforcement and Parks and Recreation will handle licensing. Ms. Summers also described the licensing process to the commissioners.

Commissioner Luna updated the commission on a meeting he had with Rancho Sahuarita and his vision for the North Santa Cruz Park expansion.

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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### VI. FUTURE AGENDA ITEMS

#### 1. Future Agenda Items

Draft Done Policy

Parks and Recreation Area Design Standards Manual (PRADSM) Draft

Arizona Parks and Recreation Association (APRA) Conference

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| <b>RESULT:</b> | <b>DISCUSSION ONLY</b> |
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### VII. ADJOURNMENT