



# PARKS & RECREATION COMMISSION MEETING

## Regular Meeting Minutes March 1, 2017 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, March 1, 2017.

### I. ROLL CALL

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

### II. CALL TO THE PUBLIC

There were no members of the public present.

### III. APPROVAL OF MEETING MINUTES

#### 1. Approval of the February 1, 2017 Meeting Minutes

Motion was made by Commissioner Arellano, seconded by commissioner Borozinski, to approve the February 1, 2017, meeting minutes. MOTION CARRIED UNANIMOUSLY.

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

### IV. BUSINESS

#### 1. Standard Operating Procedures for the Agenda

Ms. Summers explained that once the new meeting software is live we should have a Standard Operating Procedure (SOP) for the Agenda, because we will need to operate with more uniformity. Ms. Huckins explained the current Commission calendar 2017 has deadline dates for the agenda and packet. Ms. Summers is looking for feedback from the commissioners on the agenda items. Staff will have a draft SOP for the commission at the April meeting.

## Parks & Recreation Commission Meeting Minutes

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

Ms. Summers will email the commissioners the spreadsheet that shows public/private park acreage; per person within the Town limits. The next Parks and Recreation Area Design Standards Manual meeting is scheduled for March 8, at 10:00 am.

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

Ms. Summers presented the 2017 Fiesta event information presentation to the commission.

<b>RESULT:</b>	<b>DISCUSSION ONLY</b>
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**4. Commission Meeting Start Time**

Motion was made by Commissioner Arellano, seconded by Commissioner Borozinski, to change the commission meeting time to 6:00 PM. MOTION CARRIED UNANIMOUSLY.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
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<b>AYES:</b>	Arellano, Borozinski, Zatkan, Huckins, Luna
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<b>ABSENT:</b>	Patti Woolley
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**V. COMMISSIONERS' AND DIRECTOR'S REPORTS ON CURRENT EVENTS**

**1. Director/Commissioner Report**

Turf regeneration at Anamax is scheduled to start soon.

Infant and tot program numbers have increased.

New programs are a Dog Obedience Class (March), and a British Challenger Soccer Camp (June).

All three vacant Recreation Aide positions have been filled.

The ramada roof replacement at Parque Los Arroyos is complete.

The Lake has been stocked with White Amur, which will help keep the algae and weed growth down.

A Drone Use Policy will be coming up to include a permitting process for Quail Creek - Veterans Municipal Park and North Santa Cruz Park to allow drone use in those two parks.

## **Parks & Recreation Commission Meeting Minutes**

The Concert in the Park is this weekend featuring Giant Blue.

The Cancer Walk is this weekend at Sahuarita Lake Park.

The Sahuarita Teen Advisory Council (STAC) will attend the April meeting to provide the commission with an update.

The Commission will need to vote on a Commission Chair and Vice Chair in August. The Clerk will be consulted on the process.

The new pour in place surface at Anamax is in place. Staff also painted the exterior of the Recreation Center.

STAC applications are out for next year, and are due Wednesday, March 22, 2017.

The 6" water meter at Anamax has been replaced we expect to see a decrease in water costs.

Erosion control has been completed at North Santa Cruz Park.

There has been a slight increase to the Parks and Recreation Department's budget. Staff asked for funds for lifeguards for the open swim program, as well as another part-time Recreation Leader to help with the increase in programming and events.

Commissioner Luna said he is meeting with Rancho Sahuarita representatives to discuss his conceptual plan for the open space south of North Santa Cruz Park.

Commissioner Arellano discussed the possibility of the Town becoming involved with the rodeo at the next commission meeting.

### **VI. FUTURE AGENDA ITEMS**

#### **1. Future Agenda Items**

Open Meeting Law Training  
Sahuarita Teen Advisory Council  
Fiesta Sahuarita  
Parks and Recreation Area Design Standards Manual  
The possibility of becoming involved with the Rodeo

### **VII. ADJOURNMENT**