



City of Apache Junction, Arizona

Meeting Minutes Parks & Recreation Commission

Meeting Location:

City Council Chambers
at City Hall
300 E Superstition Blvd
Apache Junction, AZ
85119

apachejunctionaz.gov
P: (480) 983-2181

Wednesday, February 8, 2023

6:00 PM

City Council Chambers

1. Call to Order

Chair Frank Schoenbeck called the regular meeting of the City of Apache Junction Parks and Recreation Commission to order at 6:00 p.m.

2. Pledge of Allegiance

Chair Frank Schoenbeck led the Pledge of Allegiance.

3. Roll Call

Present 6 - Chairperson Schoenbeck, Vice Chair Moeller, Commissioner Borey,
 Commissioner Kyhn, Commissioner Moore, and Commissioner Bigelow

Staff present:

Liz Langenbach, Parks and Recreation Director

Jamie Sullivan, Recreation Superintendent

Riley King, Management Analyst

Carol Otto, Parks and Recreation Administrative Assistant

4. Consent Agenda

Vice Chair Heather Moeller moved that the Parks and Recreation Commission accept the agenda as presented and approve the minutes from the December 7, 2022 regular meeting. Commissioner Terralle Moore seconded the motion. This was approved.

Yes: 6 - Chairperson Schoenbeck, Vice Chair Moeller, Commissioner Borey,
 Commissioner Kyhn, Commissioner Moore and Commissioner Bigelow

No: 0

[23-029](#) Consideration of approval of agenda.

[23-030](#) Consideration of approval of regular meeting minutes of December 7, 2022.

Attachments: [PR 12072022 Meeting Minutes](#)

5. Information and Reports

Each commissioner shared about events they attended and several mentioned upcoming events they would like to attend.

6. Staff Report

- [23-031](#) Presentation and discussion on projects and opportunities in the parks and other service areas.

Director Liz Langenbach gave an update on the MGC addition of office and storage space which will be contracted to Core Construction. Proposed move in date will be December 2023 to January 2024 with demolition of the old building slated for February 2024. Director Langenbach shared updates about the two grants pertaining to Superstition Shadows Park and Silly Mountain Park. Superstition Shadow improvements will be with a Land and Water Conservation Fund 50/50 grant which will include updated tennis courts and restrooms, 2 ADA ramps, fitness circuit loop and more. She shared a visual diagram. Silly Mountain will have new ramadas at the end of February, a vault restroom in March, and updated fencing next year.

- [23-032](#) Presentation, discussion and update on upcoming events and activities.

Recreation Superintendent Jamie Sullivan gave an update on upcoming events and activities for her department and shared statistics on MGC memberships and other interesting figures. She then shared a video with the commission and summarized the new programs that will be rolling out shortly as well as the summer programs being planned. She shared that Recreation Assistant, Jody Dutra, was recognized by the National Parks and Recreation Association as one of 30 outstanding staff members nationwide who are under age 30 and showed a highlight video. Jamie Sullivan informed the commission of the status of applications for summer staffing.

7. Old Business

- [23-033](#) Presentation and discussion on the strategic plan community survey results and next steps.

Management Analyst, Riley King, gave a presentation on the results of the community Strategic Plan Survey, which included a visual of the methods of collection, the demographics of the population surveyed, as well as shared trends in both Recreation Programming and Parks/Facilities. Discussion ensued regarding the statistics and ideas for alternative ways to present these in the future. Director Langenbach gave an overall review and shared that we will have recommended goals from the data and commented on our city's questionnaires in general. This is plan that will be change and evolve as our population increases. Commissioners made comments and observations which they shared.

- [23-040](#) Update on community engagement outreach for new housing developments to promote city facilities, programs, and services.

Superintendent Sullivan gave an update on community engagement outreach including the welcome bags for new residents in new housing. The City Manager's office will be taking the lead on this project which resulted in our City Manager and Public Information Officer recently hand delivering bags to a new development.

8. New Business

[23-041](#)

City Code Updates - Discussion on updates to the city code related to the Parks and Recreation department.

Attachments: [Article 2-8 PARKS AND RECREATION COMMISSION](#)
 [Article 3-13 PARKS AND RECREATION DEPARTMENT](#)

Director Liz Langenbach shared that direction from the city council was received to look at particular sections of our city code pertaining to Parks and Recreation. Items to be changed are the removal of the reference to position of Secretary in Article 2-8-4 since we have never utilized that position since staff have covered these duties.. In Article 3-13 in the Powers and Duties section we suggest the addition of a sentence regarding which area covers tree maintenance in order to fulfill a Tree City USA requirement. In section 3-13-5 Director Langenbach wanted to discuss the removal of the entire section on Banner placement and supervision, since we no longer use banners but use the marquee instead. Clarification was given regarding the location and if this would affect hanging of other banners. She noted that at the next meeting she will bring this to the commission for their consideration to vote on and then recommendation will go to council.

9. Call to Public

None.

10. Call for Future Agenda Items

Director Langenbach reminded the commission that we will cover the Strategic Plan Survey results at our next meeting.

11. Selection of Meeting Dates, Times, Location and Purpose

[23-042](#)

Regular Meeting of the Parks and Recreation Commission to be held at 6:00 p.m. on March 1, 2023 in the city council chambers located at 300 E. Superstition Boulevard.

Commissioner Diele Kyhn moved, seconded by Commissioner Terralle Moore that the regular session of the Parks and Recreation Commission be held March 1, 2023 at 6:00 p.m. in the city council chambers located at 300 E. Superstition Boulevard, Apache Junction. This was approved.

Yes: 6 - Chairperson Schoenbeck, Vice Chair Moeller, Commissioner Borey,
 Commissioner Kyhn, Commissioner Moore and Commissioner Bigelow

No: 0

12. Adjournment

Chair Frank Schoenbeck adjourned the meeting at 7:02 p.m.