

ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 05/27/15
ITEM FROM FINANCE COMMITTEE MEETING OF 05/18/15

ISSUE:

22. Request for Approval of a Resolution Repealing Resolution No. 2007-22 Regarding the Parks and Open Space Advisory Commission; Repealing Resolution No. 1998-28 Regarding the GCCC Advisory Commission; Repealing Resolution No. 1999-88 Regarding the Marty Sanchez Golf Course Advisory Committee; Repealing Resolution No. 2009-130 Regarding the Municipal Tree Board and Establishing a New Parks and Recreation Advisory Commission. (Mayor Gonzales) (Robert Carter)

Committee Review:

Public Works Committee (approved) 04/27/15
 City Council (scheduled) 05/27/15

Fiscal Impact – Yes - (\$8,578, of which \$3,600 expenditure is for stenographer costs and \$4,978 absorbed cost for staff time to attend meetings)

FINANCE COMMITTEE ACTION: APPROVED AS DISCUSSION ITEM

Approved Resolution in the amount of \$8,578 of which \$3,600 expenditure is for stenographer costs and \$4,978 absorbed cost for staff time to attend meetings.

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

**ACTION SHEET
ITEM FROM THE
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING
OF
MONDAY, APRIL 27, 2015**

ITEM 15

REQUEST FOR APPROVAL OF A RESOLUTION REPEALING RESOLUTION NO. 2007 -22 REGARDING THE PARKS AND OPEN SPACE ADVISORY COMMISSION; REPEALING RESOLUTION NO. 1998-28 REGARDING THE GCCC ADVISORY COMMISSION; REPEALING RESOLUTION NO. 1999-88 REGARDING THE MARTY SANCHEZ GOLF COURSE ADVISORY COMMITTEE; REPEALING RESOLUTION NO. 2009-130 REGARDING THE MUNICIPAL TREE BOARD AND ESTABLISHING A NEW PARKS AND RECREATION ADVISORY COMMISSION **(MAYOR GONZALES) (ROBERT CARTER)**

PUBLIC WORKS COMMITTEE ACTION: Approved

FUNDING SOURCE:

SPECIAL CONDITIONS / AMENDMENTS / STAFF FOLLOW UP:

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON TRUJILLO			
COUNCILOR BUSHEE	X		
COUNCILOR DIMAS	X		
COUNCILOR DOMINGUEZ	X		
COUNCILOR RIVERA	X		

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2015-__

Parks and Recreation Advisory Commission

SPONSOR(S): Mayor Gonzales

SUMMARY: The proposed resolution repealing Resolution No. 2007-22 regarding the Parks and Open Space Advisory Commission; repealing Resolution No. 1998-28 regarding the GCCC Advisory Commission; repealing Resolution No. 1999-88 regarding the Marty Sanchez Golf Course Advisory Committee; repealing Resolution No. 2009-130 regarding the Municipal Tree Board and establishing a new Parks and Recreation Advisory Commission.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: April 17, 2015

ATTACHMENTS: Resolution
FIR

CITY OF SANTA FE, NEW MEXICO
PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2015-___
Parks & Recreation Advisory Commission (PARC)

Mayor and Members of the City Council:

I propose the following amendment(s) to Resolution No. 2015-___:

1. On page 4, line 18, *insert* the following:

“**BE IT FURTHER RESOLVED** that current members of POSAC will continue in their position until the Mayor has appointed new members to PARC pursuant to this resolution.”

Respectfully submitted,

Patti Bushee, Councilor

ADOPTED: _____

NOT ADOPTED: _____

DATE: _____

Yolanda Y. Vigil, City Clerk

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2015-_____

3 INTRODUCED BY:

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5 Mayor Javier Gonzales

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10 A RESOLUTION

11 REPEALING RESOLUTION NO. 2007-22 REGARDING THE PARKS AND OPEN SPACE
12 ADVISORY COMMISSION; REPEALING RESOLUTION NO. 1998-28 REGARDING THE
13 GCCC ADVISORY COMMISSION; REPEALING RESOLUTION NO. 1999-88
14 REGARDING THE MARTY SANCHEZ GOLF COURSE ADVISORY COMMITTEE;
15 REPEALING RESOLUTION NO. 2009-130 REGARDING THE MUNICIPAL TREE BOARD
16 AND ESTABLISHING A NEW PARKS AND RECREATION ADVISORY COMMISSION.
17

18 WHEREAS, the Governing Body adopted Resolution No. 1999-62 creating the parks
19 advisory committee, adopted Resolution No. 2003-11 amending the membership
20 requirements of the parks advisory committee, and adopted Resolution No. 2007-22 creating
21 the Parks and Open Space Advisory Commission (“POSAC”); and

22 WHEREAS, the Governing Body recognizes the need for an active advisory commission to
23 look at parks, open space and recreation in a holistic manner; and

24 WHEREAS, the Governing Body recognizes that significant resources are needed to develop
25 and implement the *Parks, Open Space, Trails and Recreation Master Plan* and desires to enlist

1 advisory committees to make recommendations regarding the priorities for funding improvements in
2 the plan; and

3 **WHEREAS**, the Governing Body needs ongoing advice regarding all park and recreation
4 related issues including, but not limited to the acquisition, dedication, development, operation and
5 maintenance of parks and recreation facilities; and

6 **WHEREAS**, because parks and recreation are closely related to trails as well as to the City's
7 recreational facilities and are also some of the most critical areas of infiltration for storm water in the
8 Santa Fe watershed, the work of the Parks and Recreation Advisory Commission will need to be
9 coordinated within the Parks and Recreation Department and with the Public Works Department,
10 Community Services Department, the Bicycle and Trails Advisory Committee, the Santa Fe River
11 Commission and other City divisions and committees.

12 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
13 **CITY OF SANTA FE** that Resolutions No. 2009-130, 2007-22, 1999-88, 1998-28 are rescinded.

14 **BE IT FURTHER RESOLVED** that the Parks and Recreation Advisory Commission is
15 created.

16 **Section 1. NAME:** The commission shall be called the Parks and Recreation
17 Advisory Commission ("PARC")

18 **Section 2. PURPOSE:** PARC shall review and make recommendations to the
19 Governing Body and City staff related to parks and recreation.

20 **Section 3. DUTIES AND RESPONSIBILITIES:** The duties and responsibilities of
21 PARC shall include, but not be limited to the following:

22 A. Make recommendations regarding the priorities for funding parks and recreation
23 improvements in the *Parks, Open Space, Trails and Recreation Master Plan* in a timely manner.

1 B. Provide ongoing advice regarding all park and recreation related issues including
2 acquisition, dedication, planning, development, construction, operation and maintenance of parks
3 and recreation facilities.

4 C. Consult with the following, as needed, the Parks and Recreation Department; Public
5 Works Department; Public Utilities Department; Planning and Land Use Department; the County of
6 Santa Fe; the Bicycle and Trails Advisory Committee; the Santa Fe River Commission; the Planning
7 Commission and other City Division and advisory committees.

8 **Section 4. MEMBERSHIP; OFFICERS:**

9 A. *Membership.* The PARC membership shall consist of nine members appointed
10 by the mayor with the approval of the Governing Body. Members shall be persons who have
11 expressed an interest in serving on the Parks and Recreation Commission, who represent a broad
12 range of parks and recreation users; have backgrounds related to active, passive, regional, community
13 or neighborhood parks and recreation policies; have knowledge of parks and recreation use,
14 maintenance or construction; and who are qualified by training, experience, and ability to exercise
15 sound and practical judgment regarding the duties and responsibilities of the PARC.

16 B. *Officers.* The mayor, with the approval of the city council, shall appoint the
17 chairperson. The chairperson shall designate the vice chairperson.

18 C. *Representatives.* Youth representatives, in order to involve them in the public
19 process, will be named each year by the chair. Youth representatives will be recruited from Santa Fe
20 public and private schools and the Santa Fe Community College and will be non-voting members.

21 **Section 5. SUBCOMMITTEES :** Subcommittees of PARC shall include:

22 A. Marty Sanchez Golf Course;

23 B. Municipal Tree Board; and

24 C. The chairperson shall appoint other subcommittees and subcommittee
25 chairpersons as needed.

1 **Section 6. TERMS:**

2 A. *Chair.* Upon being named by the Mayor, the chairperson shall serve for a period
3 of one year. Following one year of service, the chairperson shall be elected (or re-elected) by the
4 members of the commission. Subsequent elections for the Chair will be two years.

5 B. *Members.* Of the initial appointments, four of the members shall be appointed for
6 two year terms and five shall be appointed for four year terms. Subsequent terms shall be for four
7 years to maintain staggering of terms. Members may serve three terms. After three consecutive
8 unexcused absences a commission member shall be automatically removed and notified thereof by
9 the chairperson. Vacancies shall be filled in the same manner as initial appointments and shall be for
10 the remainder of the unexpired term. Any member of the commission may be removed by the mayor
11 with the approval of the Governing Body, with or without cause.

12 **Section 7. MEETINGS:** A quorum shall be at least five members. The PARC shall
13 meet at least once per month and shall conduct all meetings in accordance with adopted city policy
14 and procedures.

15 **Section 8. STAFF LIAISON:** The Parks and Recreation Department Director and
16 Parks Administrator shall serve as the primary liaison to the PARC. Depending upon the issue, other
17 department staff and city staff may also be requested to assist the PARC.

18 PASSED, APPROVED and ADOPTED this ____ of _____, 2015.

19
20 _____
21 JAVIER M. GONZALES, MAYOR

22 ATTEST:

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24 _____
25 YOLANDA Y. VIGIL, CITY CLERK

1 APPROVED AS TO FORM;

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4 KELLEY A. BRENNAN, CITY ATTORNEY

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25 *M/Legislation/Resolutions 2015/Parks & Recreation Advisory Commission*

City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. General Information

(Check) Bill: _____ Resolution: X
(A single FIR may be used for related bills and/or resolutions)

Short Title(s): A RESOLUTION REPEALING RESOLUTION NO. 2007-22 REGARDING THE PARKS AND OPEN SPACE ADVISORY COMMISSION; REPEALING RESOLUTION NO. 1998-28 REGARDING THE GCCC ADVISORY COMMISSION; REPEALING RESOLUTION NO. 1999-88 REGARDING THE MARTY SANCHEZ GOLF COURSE ADVISORY COMMITTEE; REPEALING RESOLUTION NO. 2009-130 REGARDING THE MUNICIPAL TREE BOARD AND ESTABLISHING A NEW PARKS AND RECREATION ADVISORY COMMISSION.

Sponsor(s): Mayor Javier M. Gonzales
Reviewing Department(s): Parks and Recreation
Persons Completing FIR: Rob Carter, Department Director Date: 4/16/2015 Phone: 955-5921

Reviewed by City Attorney: Kelley A. Blumman Date: 4/17/15
(Signature)
Reviewed by Finance Director: [Signature] Date: 4-17-2015
(Signature)

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:
The resolution repeals Resolution No. 2007-22 regarding the Parks and Open Space Advisory Commission; repeals Resolution No. 1998-28 regarding the GCCC Advisory Commission; repeals Resolution No. 1999-88 regarding the Marty Sanchez Golf Course Advisory Committee; repeals Resolution No. 2009-130 regarding the Municipal Tree Board and establishes a new Parks and Recreation Advisory Commission.

Section C. Fiscal Impact

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: _____

_____ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
Expenditure Classification	FY 14-15	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY15-16	"A" Costs Absorbed or "N" New Budget Required	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected	
Personnel*	\$3,743.00	A	R	\$3,743.00	A	R	General	
Fringe**	\$1,235.00	A	R	\$1,235.00	A	R	General	
Capital Outlay	\$			\$				
Land/ Building	\$			\$				
Professional Services Stenographer Costs	\$3,600.00	N	R	\$3,600.00	N	R	General	
All Other Operating Costs	\$			\$				
Total:	\$8,578.00			\$8,578.00				

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected	
_____	\$ _____	_____	\$ _____	_____	_____	
_____	\$ _____	_____	\$ _____	_____	_____	
_____	\$ _____	_____	\$ _____	_____	_____	
Total:	\$ _____		\$ _____			

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Expenditures include staff time to attend the monthly two-hour meetings and for a stenographer to take the minutes.

Section D. General Narrative

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None staff is aware of

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

Parks and Recreation Advisory Commission would not be created.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

N/A

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The resolution will have a positive effect on the community as the Parks and Recreation Advisory Committee would consolidate and have sub committees for Marty Sanchez Golf Course and the Municipal Board. It would also allow for youth representatives to have input.

Form adopted: 01/12/05; revised 8/24/05; revised 4/17/08