

ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 02/11/15
ITEM FROM FINANCE COMMITTEE MEETING OF 02/02/15

ISSUE:

18. Request for Approval of a Resolution Authorizing the Reallocation of 2012 Parks and Trails Bond Funds, in the Amount of \$533,300, that are Currently Allocated for the Skate Features at Franklin Miles Park, Ragle Park and West De Vargas Park to be Reallocated for a Skate Feature at Genoveva Chavez Community Center. (Councilor Trujillo) (Richard Thompson)

Committee Review:

Public Works Committee (approved)

01/12/15

City Council (scheduled)

02/11/15

Fiscal Impact – Yes

FINANCE COMMITTEE ACTION: APPROVED AS DISCUSSION ITEM

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

Request to Publish for Public Hearing and direction to staff.

STAFF FOLLOW-UP:

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

**ACTION SHEET
ITEM FROM THE
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING
OF
MONDAY, JANUARY 12, 2015**

ITEM 14

REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING THE REALLOCATION OF 2012 PARKS AND TRAILS BOND FUNDS, IN THE AMOUNT OF \$533,300, THAT ARE CURRENTLY ALLOCATED FOR THE SKATE FEATURES AT FRANKLIN MILES PARK, RAGLE PARK AND WEST DE VARGAS PARK TO BE REALLOCATED FOR A SKATE FEATURE AT GENOVEVA CHAVEZ COMMUNITY CENTER (COUNCILOR TRUJILLO) (RICHARD THOMPSON)

PUBLIC WORKS COMMITTEE ACTION: APPROVED ON CONSENT

FUNDING SOURCE:

SPECIAL CONDITIONS / AMENDMENTS / STAFF FOLLOW UP:

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

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

BILL NO. 2015-5

Youth League – Keep Santa Fe Beautiful Events

SPONSOR(S): Councilors Dominguez and Dimas

SUMMARY: The attached substitute bill relates to youth league fees for use of City sports fields and proposes to amend Subsections 23-4.13 and 23-7.5 SFCC 1987 to require youth league representatives to participate in the Keep Santa Fe Beautiful (KSFB) cleanup events in exchange for the reduced youth league fees the city offers.

At the January 12, 2015 Public Works Committee, the Committee had concerns about the language regarding “league representatives” attending the events and what that meant. In an effort to clarify the language, staff is recommending the following amendments:

- Require “adult” representatives from each league to attend the KSFB events; and
- Require the leagues to encourage youth participants to attend the KSFB events.

An additional amendment to the bill includes the same amendment to Subsection 23-7.5 which regulates the use of sports fields at the Municipal Recreation Complex. Legislative staff inadvertently left this out of the original bill.

Staff has prepared the attached substitute bill which reflects the above.

PREPARED BY: Melissa Byers, Legislative Liaison

DATE: January 26, 2015

ATTACHMENTS: Substitute Bill
FIR

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2015-____

3 INTRODUCED BY:

4
5 Councilor Ron Trujillo

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8
9
10 A RESOLUTION

11 AUTHORIZING THE REALLOCATION OF 2012 PARKS AND TRAILS BOND FUNDS, IN
12 THE AMOUNT OF \$533,300, THAT ARE CURRENTLY ALLOCATED FOR THE SKATE
13 FEATURES AT FRANKLIN MILES PARK, RAGLE PARK AND WEST DE VARGAS
14 PARK TO BE REALLOCATED FOR A SKATE FEATURE AT GENOVEVA CHAVEZ
15 COMMUNITY CENTER.

16
17 WHEREAS, the 2012 Parks and Trails Bond Implementation Plan ("2012 Plan") included
18 appropriations for skate facilities at Ragle Park, Franklin Miles Park and West De Vargas Park; and

19 WHEREAS, the intent of the 2012 Plan was to designate remaining funds from the West De
20 Vargas and Franklin Miles Park skate facilities for the proposed skate feature at Ragle Park; and

21 WHEREAS, in consultation with the skate community, the Parks and Open Spaces Advisory
22 Commission and City staff, a location behind the Genoveva Chavez Community Center ("GCCC")
23 has been determined to be a more appropriate site for the new skate feature in comparison with the
24 proposed Ragle site, which would have been located beside the handball court; and

25 WHEREAS, for the following reasons a skate feature at GCCC is more appropriate:

- 1 • GCCC is located further south where more youth reside
- 2 • Amenities exist at GCCC
- 3 • There is more parent and staff visibility and supervision at GCCC
- 4 • City Fire Station #7 is located next to the GCCC, in the event of emergencies
- 5 • Provides a new visibility for alternative sports
- 6 • The location will spark new and different types of users
- 7 • Recreation programs and events can be more easily created and accessed
- 8 • Keeps the family together in one location as there are activities for everyone
- 9 • Would increase GCCC parking by improving the overflow parking lot; and

10 **WHEREAS**, pursuant to Section 11-9.1 SFCC 1987 “any reallocation of proceeds from a
 11 voter-approved general obligation bond that deviates materially from the information provided to the
 12 electorate by the city of Santa Fe shall be voted upon by the governing body after a public hearing”;
 13 and

14 **WHEREAS**, a public hearing regarding the reallocation of \$533,300 from Ragle Park,
 15 Franklin Miles Park and West De Vargas Park skate features that was designated in the 2012 Plan
 16 was held on _____, 2015; and

17 **WHEREAS**, the reallocation of such funds will be designated for a skate feature at GCCC.

18 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
 19 **CITY OF SANTA FE** that the Governing Body hereby authorizes the reallocation of 2012 Parks and
 20 Trails Bond funds, in the amount of \$533,300, that are currently allocated for the skate features at
 21 Franklin Miles Park, Ragle Park and West De Vargas Park to be reallocated for a skate feature at
 22 Genoveva Chavez Community Center as follows. The reallocation shall be from the following
 23 projects to the GCCC skate feature:

24	Franklin Miles	\$113,000
25	Ragle Park	\$320,000

1 West De Vargas Park \$100,300

2 PASSED, APPROVED and ADOPTED this _____ day of _____, 2015.

3
4
5 ATTEST:

JAVIER M. GONZALES, MAYOR

6
7
8 YOLANDA Y. VIGIL, CITY CLERK

9 APPROVED AS TO FORM:

10
11 
12 KELLEY A. BRENNAN, CITY ATTORNEY

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): AUTHORIZING THE REALLOCATION OF 2012 PARKS AND TRAILS BOND FUNDS, IN THE AMOUNT OF \$533,300 THAT ARE CURRENTLY ALLOCATED FOR THE SKATE FEATURES AT FRANKLIN MILES PARK, RAGLE PARK AND WEST DE VARGAS PARK; FOR A SKATE FEATURE AT THE GENOVEVA CHAVEZ COMMUNITY CENTER.

Sponsor(s): Councilors Dominguez and Dimas
Reviewing Department(s): Parks and Recreation Department
Persons Completing FIR: Richard Thompson Date 01/28/2015 Phone: 955-2105

Reviewed by City Attorney: *Ally A. Brennan* Date: 1/28/15
(Signature)

Reviewed by Finance Director: *[Signature]* Date: 1-29-2015
(Signature)

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:

This resolutions proposes to utilize funds from two completed Park Bond projects, both involving skate features, and Park Bond funds from the proposed skate feature at Ragle Park; in order to construct a larger facility at the GCCC.

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)

Skate

Finance Director: _____

Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
Expenditure Classification	FYE 6-30-2015	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected	

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
WIPP Construction	\$533,300	_____	_____	\$ _____	_____	_____	_____
Total:	\$533,300	_____	_____	\$ _____	_____	_____	_____

* 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	FYE 6-30-2015	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected

From Funds

Franklin Miles	\$113,000	NR	\$ 0.00	NR	43018
Ragle	\$ 320,000	NR	\$ 0.00	NR	43044
W. De Vargas	\$ 100,300	NR	\$ 0.00	NR	43013

To Fund

GCCC Skate Facilities	\$533,300	NR			43064
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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.)

Revenue Source(s) are Parks Bond -- 0112400 funds from two completed Park Bond projects, both involving skate features, and Park Bond -- 0112400 funds from the proposed skate feature at Ragle Park; in order to construct a larger facility at the Genoveva Chavez Community Center Grounds.

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.

N/A

2. Consequences of Not Enacting This Bill/Resolution:

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

If this resolution is not enacted, a smaller skate feature would be built at Ragle Park, with additional parking required and accessibility issues to overcome. At the proposed site (GCCC), there is adequate space to develop existing overflow parking, and the terrain is relatively level.

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.

No

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.

Members of the skate community have endorsed this location, and the opportunity to combine funding for a greater level of design, and a larger facility in general. Recreation Division agrees that multi-generational (grandparents/parents/children) utilization of the facility requires a variety of recreational opportunities. Parks Division believes that location of facility will have no impact on maintenance capacity or costs of service.

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



CITY CLERK'S OFFICE
Agenda DATE 12/10/14 TIME 8:46am
SERVED BY Jessie Esparza
RECEIVED BY Aliaia Harting

Parks and Open Space Advisory Commission
The Barn at Frenchy's Field • Osage and Agua Fria Streets
Tuesday December 16, 2014 3:00 – 5:00

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Review and Approval of Minutes: November 18, 2014
5. Citizen Communication from the Floor
6. Old Business
 - a. Parks Department Update (R. Thompson)
 - b. 2012 Parks and Trails Bond Implementation status: Overall plan, Report on Water History Park, SWAN and Miles Skate park Implementation (M. Gabaldon)
 - c. Skate Feature Site Selection and Next Steps (R. Thompson/M. Gabaldon)
 - a. Strategic Planning Next Steps: Recommendations for the Mayor
 - b. 2008 Audit RFP Update
 - c. Community Garden Evaluation and Lessons Learned
 - d. Memorials in Parks
 - e. Mayor's Committee on Disability Request for a Maintenance Policy
7. Reports from Commissioners
8. New Business
9. Items for the January agenda
10. Confirm date, time and location for the next meeting
11. Adjournment

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**INDEX OF
CITY OF SANTA FE
PARKS AND OPEN SPACE ADVISORY COMMISSION**

December 16, 2014

<u>ITEM</u>	<u>ACTION TAKEN</u>	<u>PAGE(S)</u>
CALL TO ORDER		
ROLL CALL	Quorum	1
3. APPROVAL OF AGENDA	Approved	2
4. REVIEW/ APPROVAL OF MINUTES November 18, 2014	Approved	3
5. Citizen Communications from the Floor	Discussed	1-2
6. OLD BUSINESS		
a. Parks Department Update	Discussed	2,3
b. 2012 Parks and Trails Bond Implementation status	Discussed	3-5
c. Skate Feature Site Selection and Next Steps	Discussed	5
d. Strategic Planning Next Steps	Discussed	5
e. 2008 Audit RFP Update	Not Discussed	5
f. Community Garden Evaluation/ Lessons	Discussed	5-7
g. Memorials in parks	Discussed	7-8
h. MCD Request for Maintenance Policy	Discussed	8
7. Reports from Commissioners	Discussed	8
8. NEW BUSINESS	None	8
9. ITEMS FOR JANUARY AGENDA	Discussed	8
10. DATE AND TIME FOR NEXT MEETING ADJOURN	January 20, 2015 Adjourned at 4:55 p.m.	8

**MEETING MINUTES
FOR THE
PARKS AND OPEN SPACE ADVISORY COMMISSION**

Tuesday, December 16, 2014

1. CALL TO ORDER

A regular meeting of the City of Santa Fe Parks and Open Space Advisory Commission was called to order by Bette Booth, Chair, on this date at approximately 3:00 p.m. at Frenchy's Barn, Osage and Agua Fria, Santa Fe, New Mexico.

2. ROLL CALL

Roll call indicated a lack of quorum, but quorum was established later as follows:

Members Present

Bette Booth, Chair
Oralynn Guerrerortiz (arrived later)
Daniel Coriz
Melissa McDonald
Sandra Taylor

Members Absent

Joe Lehm (excused)
Anna Hansen (excused)
Patrick Torres (excused)

One vacancy (Nic Smith)

Staff Present

Richard Thompson, Division Director

Others Present

James Stodgel, POSAC member pending Mayoral appointment
Mary Schruben, Rancho Siringo Neighborhood Association
Charmaine Clair, Stenographer

5. CITIZEN COMMUNICATION FROM THE FLOOR (Revised Agenda Order)

Ms. Schruben said regarding the Municipal Tree Board, she spoke with the Head Learner at Mandela International Baccalaureate School. The school is interested in the tree inventory as their science project and is equipped with lap tops; they just need software.

She explained the school curriculum is different and has only seventh and eighth grade with all of the students participating in all curriculums. Each grade would do a different part of the project depending on the level of science and math. The school is looking for ongoing projects such as the inventory.

Ms. Schruben said she has not heard anything yet from St. Michael's High School about their science/nature climate change extracurricular activities.

Chair Booth introduced James Stodgel. She said he has not yet been appointed by the Mayor. She asked Mr. Stodgel to tell the group about himself.

Mr. Stodgel said he grew up in Santa Fe and went to St. Michaels High School. He has been involved in the community as much as possible and has a nonprofit called Only Green Design. He said he puts tools into the hands of youth to build things out of reclaimed materials. He is also interested in getting involved with politics on some level and contributing to POSAC.

Introductions of POSAC members and guests were made.

6. OLD BUSINESS

a. Parks Department Update

Mr. Thompson said Bryan Snyder requested a different approach to the budget and the Parks Department will now have deadlines and deliverables. Annual planning will involve goal setting and strength/weakness, opportunity and threat analysis, performance measures and zero-based budgeting.

He said the first step of goal setting is to develop a vision for the organization and from that a mission statement. Parks will then try to define product: special events, including the downtown Plaza; the Railyard and the Sports Complex; renting space at parks and open spaces and street closures.

Ms. Guerrerortiz entered at this time.

Mr. Thompson said the next most important product is horticulture: turf, trees, landscape and the Community Garden Program followed by mechanical systems, irrigation, lighting, structures and playgrounds and integrated pest management (IPM).

He reviewed process and personnel. He said everyone agrees that the demand for service from citizens and the Governing Body is increasing annually without an accompanying increase in budget.

Mr. Thompson said the department has identified a lack of positions for promotions. He said the only way to get promoted is if someone retires or resigns. He explained the future positions and grades and that he wants to have specialized and certified staff for irrigation, tree trimming and the IPM spray crew.

He reviewed the process of a metric performance measurement. He explained that the idea is to compare product to the previous year and show the percentage of change by month to justify their budget.

Mr. Thompson provided status updates on the *Items going to the Governing Body*: the PSA with IRide New Mexico is close to going to committee and would be before the Governing Body by the second meeting in January. He added that the ENN was passed unanimously.

Having established quorum the chair returned to the order of the agenda.

3. APPROVAL OF AGENDA

Ms. McDonald moved to approve the agenda as presented. Ms. Taylor seconded the motion, which passed by unanimous voice vote.

4. APPROVAL OF MINUTES- November 18, 2014

Ms. McDonald to approve the minutes of November 18, 2014 as presented. Mr. Coriz seconded the motion, which passed by unanimous voice vote.

6. OLD BUSINESS

a. Parks Department Update (continued)

Ms. McDonald said on the monthly report, she likes keeping percentages to show increased performance. She asked Mr. Thompson how Parks will communicate if there is an outstanding problem that decreases productivity. She said it is important that be inserted in a way that people understand.

Mr. Thompson said he meets weekly with his director who in turn meets with the City Manager. He said the general chain of communication is through the chain of command.

He said the City Manager asked that he develop performance measures and his thought is a form online that could be filled out every month. Key indicators could be pulled from that to record changes and improvements, cost reductions and water conservation. He said this is for the community.

Chair Booth said the Commission could help in a couple of ways. She said if Mr. Thompson wants something on record, he could bring a hard copy to the meeting and that becomes an exhibit to the minutes. She said secondly, the Commissioners can go to the media; write letters to the editor and *My Views*, etc.

Ms. Guerrerortiz asked whether Mr. Thompson has heard if there will be a flat budget.

Mr. Thompson said the last document he showed was a zero-based budget with product and the input is itemized in dollars, man hours, etc. He said Parks can utilize the current budget to reach 100 percent. He wants to transfer money into specialized positions and identify opportunities for promotions within the classified positions within the current budget.

He said the key to success is to identify savings and apply that. He added that water is the biggest commodity and the cost needs to be brought down from \$2.2 million a year. He thought Parks could get the cost below a million dollars a year and still have green grass, etc.

Chair Booth asked the status on the Parks and Recreation Director. She was told that 32 applications were screened and seven people were interviewed. The top four were offered the job, but declined.

b. 2012 Parks and Trails Bond Implementation Status: Overall plan, Report on Water History Park, SWAN and Miles Skate park Implementation (M. Gabaldon)

Mr. Thompson said the second bond sale exceeded expectations and all of the projects are fully funded. Completed projects have been identified and all of the projects were in the black except one.

Adam Armijo is being finished; Patrick Smith is on hold because of archaeological concerns. The Franklin Miles Park/Martha Ramirez Skate Center changes are mostly to replace or retrofit surfaces like rails and grind edges and to remove an obstacle. The project designer asked to wait until warm

weather for the concrete work. This winter the slab on top will be done and the picnic unit and water fountain will be executed. The work can be done without closing the skate park.

Ms. Taylor explained that Martha Ramirez was a city employee who passed away. She was an avid skateboarder and Ms. Ramirez's coworkers asked for something to be named in Ms. Ramirez's honor. She asked if the park would have a plaque for that.

Mr. Thompson said he didn't see anything regarding a plaque, but that could be done.

Mr. Thompson said the 2014 portion of SWAN (South West Activity Node) has wrapped up. The playground passed the audit with two minor changes that were added to the punch list. The final walk-through is this Friday and Gary Varela will attend.

Mr. Thompson said the park will not be open to the public and Phase I is not completed. He explained that a glitch between the developer of the subdivision, PNM electric and the city project manager caused the electrical not to be run to the facility. He anticipates that will be done in March.

Chair Booth asked that Mary McDonald attend the next meeting to tell the whole story.

Mr. Thompson said the Water History Museum design is 90% completed. The construction documents should be ready by the first of the year with completion by the end of March.

The relationship of the Santa Fe Conservation Trust and the Watershed Association was discussed. Chair Booth suggested POSAC consider inviting them to a meeting.

Mr. Thompson said the process has been developed that will "memo" every project to the committees and make them aware of material changes or neighborhood concerns. Some projects will automatically be executed and some will go to the committee and that would be determined by the neighborhood reaction to the proposed improvements.

Chair Booth asked for more details at the next meeting on Cross of the Martyrs, Thomas Maccione fountain, etc. She asked to go project by project with the date to be implemented, whether an ENN is required; if so when, etc.

Mr. Thompson said he would send a copy of the document with the General Obligation Bond information to everyone.

Ms. Guerrerortiz asked Mr. Coriz if he had an opportunity to look at the changes to the skate park. Mr. Coriz replied he did, but more changes were made.

Mr. Thompson said there is a letter of determination asking the City Council for consolidation of excess money \$535k (thousand) from West DeVargas, Franklin Miles and Ragle and to move the facility to the lower level of GCC (Genoveva Chavez Community Center). The letter will allow Parks to hire a local design/build firm. He offered to send the plans for Franklin Miles to Mr. Coriz.

Chair Booth asked about a sidewalk closing at Patrick Smith Park. She was told it was misquoted and actually Adam Armijo Park.

c. Skate Feature Site Selection and Next Steps

Chair Booth said Mr. Lehm asked her to report to the Commission that he met with Councilor Trujillo and Liza Suzanne. He indicated he is happy with the site location at GCC that now allows room for the senior center in the future.

Mr. Thompson said if Ms. Suzanne is happy with the placement of the parking lot, facility development would have no objections.

The group discussed the ENN required. Ms. Guerrerortiz thought there would be one ENN and "noticing" sent to people around the three parks. Ms. Taylor agreed. Chair Booth said the only ENN needed will be at GCC.

Mr. Thompson said the bond language indicates that people voted to put money into the parks. He said as he reads the specifics, people should be told why what they voted on is being changed.

Chair Booth explained there are two resolutions. One is that any material deviation from the Bond Implementation Plan has to go through City Council and a public meeting is required. The other is that an ENN is required if there is a change of more than \$250,000 in a park. She asked Mr. Thompson to check with legal.

Ms. Guerrerortiz said she agrees people at Ragle should be told that the city will not be building in their community. She said a cover letter could explain the change and that the skate park will be elsewhere.

Mr. Thompson added that it will be important to tell the neighborhood how other features were expanded at Ragle.

Mr. Thompson asked if a workshop is needed to review project by project.

Ms. Guerrerortiz said she wanted more about the project status: budgets, ENNs, schedules for design development, etc.

Chair Booth added that Commissioners want a short description of the projects and that can be covered in a regular meeting.

d. Strategic Planning Next Steps: Recommendations for the Mayor

Chair Booth said the meeting has been postponed until Monday, January 5th, 2015.

e. 2008 Audit RFP Update – Not Discussed

f. Community Garden Evaluation and Lessons Learned (Exhibit 1)

Chair Booth said the goal is to inventory and analyze the current community garden parks in coordination with the majordomos and parciantes; in relation to the resolution that formed it. The resolution was to create two parks; evaluate those and then expand. Recommendations were to be made based on the findings and what POSAC's role could be in the city's urban agricultural policy.

Chair Booth reviewed the online survey results: 67% of the participants (at least 50% from each garden) completed the survey. There is potential for 60 plots and currently there are 34 participants. Eleven objectives covered questions such as the kind of food grown; the perceived water usage and an assessment of the new process for the payment of water.

"Who are we serving" was a big question; none of the gardens are full (57% of plots are taken) and some people have more than one plot. Participants are 96% Anglo; 70% female; 80% over 50 (no one under age 30); and affluent-50% have an income of over \$60,000.

Chair Booth said the original model *that every garden should evolve in its own way*, is not working. The things that will be more important if the program is expanded is: more involvement from the city, etc. in the communication with participants and enforcing rules/procedures; helping with infrastructure and supporting events that help people to grow more food.

Three big lessons learned are: 1) the existing community garden program should be strengthened before opening a new garden. Policies and procedures should be refined and an annual review conducted. 2) To create an urban agricultural policy that combines programs such as leasing public lands to those want to farm; school programs and backyard gardens, etc. 3) There should be consultation with constituents/stakeholders about the type of programs they want.

Mr. Stodgel said people with low income might not have the time or interest to participate in a community garden.

Ms. McDonald said this should be diversified and people should be consulted about what they want. She suggested La Familia community garden that services a lot of lower income people, be used as a model.

She said it is a huge success that the majority of people are in close proximity to their garden. She emphasized that good things have come from the community gardens. She said being specific about the direction they propose the city go in, is important.

Mr. Thompson summed up things from the Parks Department discussions: 1) the city has a large investment in infrastructure, fencing, plumbing, etc. and does not want to abandon that. 2) The city wants a greater return on the investment for the ongoing contribution of assets and resources. 3) Scale is important. There are 3 to 5 people that benefit from the resources. Parks would like to see a larger scale with a greater investment and return.

Chair Booth asked how the Commission would like to communicate the information in her presentation at the Santa Fe Food Policy Council. She noted that Mr. Thompson said he looks forward to working with the Commission and the Garden Council to refine procedures/regulations and define the role of the majordomo and participants and the process to select a majordomo and communication of information.

Mr. Stodgel said he is excited about the project. He lives next door to La Familia and knows nothing about the garden. He said there are many in his network who would love to hear more about the program and how to get involved. He said he is interested in doing a demonstration plot and thought there would be local businesses and nonprofits also interested.

Chair Booth said one recommendation was better promotion of the community gardens.

Ms. Taylor asked who will make the decision to expand the existing plots or go into a new park.

Chair Booth said the resolution states the Garden Council. She said it does not state who forms the Garden Council. She said she chaired the Council and they met at least once a year, but the last Parks Director did not allow that and now the Council is defunct. She noted that she and Mr. Thompson discussed bringing the Garden Council back.

Ms. McDonald said an important question is whether this has to go to City Council. She said the Climate Task Force has made the community gardens a huge aspect of what they want to work on. She added there is also interest from POSAC, the Parks Department and Water Conservation.

She said before the item is presented to City Council they need a year of data and to develop recommendations. She said nothing stops someone from doing another community garden and it is important to let them know about the process.

Chair Booth said the resolution states there should be a stakeholder meeting.

Ms. Guerrerortiz said she agrees with the recommendation to market the community gardens. She would like the gardens to be at 100% with a waiting list; that would make sense to expand the gardens.

Chair Booth said there could be more discussion after her presentation at the Food Policy Council. Ms. McDonald added that she would like to do a presentation to the Water Conservation.

g. Memorials in Parks

Chair Booth said she was asked a couple of years ago to look at what other cities were doing on memorials. She said the Tree Board used her draft and added to it, but Mr. Thompson thought there was too much detail.

Mr. Thompson said recommendations from the MTB and online examples were used. Parks incorporated everything suggested by the Tree Board regarding trees and/or landscape elements and that is one segment of three possible donations.

Chair Booth said there are no changes, but the document has less detail and allows leeway and some of the specificity was omitted that might change over time. Mr. Thompson provided an example about irrigation. He said that gives staff flexibility to determine the right planting location for donations.

Ms. McDonald said they need to be sensitive to the concern about trees that had not been irrigated.

Mr. Thompson said his approach to trees is appropriate landscaping, soil and source of water. He said the Parks Department will identify crews that will only transplant horticultural stock. The crews will visit the plantings often to maintain aesthetics and the mechanical and cultural habits needed to grow.

Chair Booth said she would send the document to everyone. She asked that they read the document and be ready to vote on the policy at the next meeting.

Ms. Taylor asked members to keep in mind that there has never been a donation to the Parks Department that fits under this. She and Chair Booth discussed benches.

Chair Booth pointed out there are three requests currently for benches. Mr. Thompson added there is also a bike rack and request for bricks and a dedication of a bench for the Santa Fe River Park.

Ms. Taylor left the meeting and quorum was lost at this time.

The Commissioners read the document and suggested grammatical changes. Memorials and donations were discussed as being different from one another.

h. Mayor's Committee on Disability (MCD) Request for a Maintenance Policy

Chair Booth explained she was asked to write a response to the letter POSAC received from MCD asking the Commission to develop a policy on park maintenance for ADA (Americans with Disabilities Act). She said she has not heard anything further.

She said David Chapman indicated that Dave McQuarie requested to talk with her on the phone, but she preferred to meet formally for discussion.

7. REPORTS FROM COMMISSIONERS

Mr. Coriz thanked Mr. Thompson for the work on the project at the MX track. He said the Santa Fe Trail Jam is on May 16th and is teaming up with the Bike and Brew Festival running from the 13-17 of May. He explained that the Festival will have a series of bicycle events and the Trail Jam will be in the mix and there would be promotional money.

Chair Booth said the Municipal Tree Board had two applicants for their board positions. The members accepted Katherine O'Brien and will interview Tim Michael.

Chair Booth noted that there would be a tour at 4 p.m. tomorrow for Awesome Harvest. They make reusable plastic bags for growing.

8. NEW BUSINESS – There was none.

9. ITEMS FOR THE JANUARY AGENDA and

10. DATE AND TIME FOR NEXT MEETING: January 20, 2015

The Commission discussed preferences for meeting days, times and location and decided to continue to meet the third Tuesday of the month at Frenchy's. Ms. McDonald will chair the January and February meetings due to Chair Booth being out of town.

Agenda ideas were discussed: the MPO Pedestrian Plan; the missing equipment for the Railyard swing set; the resolution for reallocation and the need to get skaters at the hearing; follow ups on meeting with the Mayor; IRide; and the memorials in parks.

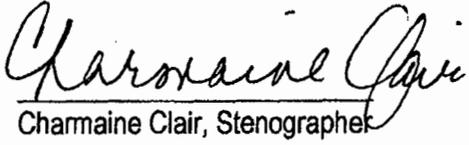
ADJOURN

Having no further business to discuss, the meeting adjourned at 4:55 p.m.

Approved by:

Bette Booth, Chair

Submitted by:


Charmaine Clair, Stenographer

POSAC Summary

Parks Community Garden Program Assessment and Lessons Learned

Goals:

- ❖ Inventory and analyze, in coordination with mayordomos and parciales, current community gardens in parks in relation to “Resolution 2009-53, A Resolution Establishing A Community Garden Program for City Parks and Adopting Related Policies” and the “City of Santa Fe Community Garden Policies and Procedures”.
- ❖ Based on these findings, make recommendations to improve the community garden program and the role parks and open spaces should have in our urban agriculture policy.

On-line Survey: 67% of the parciales completed the survey; at least 50% from each garden.

Name of Garden	Size of Garden	Total # of Plots	# of Parciales 2014	% of parciales in relation to the total # of available plots	Number of Respondents to the Survey	% of parciales who filled out the survey
Alto	App. 100' X 20' (There is no fence) 2,000 sq. ft. 1 spigot	15	9	60%	5	55%
Cielo Vista	50' x 40' 2,000 sq. ft. 3 spigots	5	4	80%	2	50%
Frenchy's	App. 95' x 50' 4,750 sq. ft. 1 spigot	16	7	44%	5	71%
Maclovia	43 x 31 1,333 sq. ft. 1 spigot	5	3	60%	2	67%
Sunnyslope	54' x 68' 3,672 sq. ft. 1 spigot	17	11	64%	9	82%
Total	13,755 sq. ft.	60	34	57%	23	67%

Specific Objectives: Identify and analyze:

1. Whom are we serving?
2. What kind and how much food are we growing?
3. How much water are we using? How could we reduce the amount of water that the garden is using or use it more efficiently? Perceived water use and actual water use.
4. Assess the new process for paying for water. How is it working? Are there ways that the process could be improved?
5. What role do the Community Gardens have in terms of creating community, shared learning and park safety as proposed in Resolution 2009-53?
6. What has been the role of Parks staff in the community gardens? How responsive have they been to requests? What is working and what needs to be improved?
7. How well is the Garden Organization functioning? What is working and what needs to be improved?
8. In general, what is working well at our community gardens?
9. In general, what needs to be improved?

10. Should the community garden program be expanded?
11. What other roles should our parks and open spaces have for urban agriculture besides community gardens?

WHO ARE WE SERVING: None of the gardens are full. The percentage of number of participants in comparison to the total number of plots available in the garden averages only 57%. Although Resolution 2009-53 says that only one garden plot may be assigned for each family, when the garden isn't full, participants have taken on additional plots. One third of the participants have two plots. One person has five or more.

Current participants are: Anglo (96%), female (70%), older (78% over 50. No one is under thirty.) and affluent (Fifty percent have a household income of more than \$60,000. 64% have a household income of more than 40,000.00.) However, a quarter make under \$30,000.00 and 17% make less than \$20,000.00. Two plots at Alto are gardened by the La Familia staff as part of their REACH /CENA projects. Clinic staff identifies overweight children and offer the family a range of healthy-eating services including monthly meetings at the garden to work and sample the produce.

The majority (65%) lives within ¼ miles of their garden. Most (70%) walk or ride their bikes to get there; however one third drive to the garden.

LESSONS LEARNED

The original model behind the resolution that created the community garden program was that once the City had created the garden, the Garden Organization would be responsible for managing it, with limited input from the City. This assessment indicates that this model is not working and that the City (or a sub-contracted NGO) needs to be more involved in communicating with the participants, enforcing the rules and procedures, helping with infrastructure (locks that work, mulch in bulk, manure, prairie dog removal, a steady source of water, etc.) and supporting educational activities and other events that will help people grow more food. This will be even more important if the City decides to expand the program specifically targeting low-income families.

In summary, the lessons learned from the Community Garden program indicate the need to:

1. Before opening any new community garden in parks, strengthen the existing community garden program and refine the policy and procedures for greater success. Conduct an annual review of the program to continue to refine it and respond to changing needs.
2. Create an Urban Agriculture Policy that is a **combination of programs** - larger urban agriculture sites in parks or on public land, demonstration plots, youth programs through the schools and backyard gardening programs that help working families by keeping the production close to home before expanding the community garden program.
3. Consult with constituents/stakeholders about what type of programs they want *before* starting the program.

Specific recommendations for **strengthening the existing community garden program** include:

- ❖ Improve/increase communication about the garden process, roles and responsibilities, gardening activities, etc. between City staff (or sub-contracted NGO) and the participants: The current policy

whereby staff communicates only with the Mayordomo who is then to communicate that information to the parciantes is not working. Parciantes need to receive information directly from the City about:

- Resolution 2007-53 and other City policies that affect the garden,
- The process for signing up,
- Contact information for City staff,
- Contact information of the Mayordomos and other parciantes,
- The process for selecting the Mayordomo,
- Roles and responsibilities of the City, the Mayordomo and the parciantes, and
- An annual financial report that could be shared and discussed at the annual meeting.
- Water efficiency methods and billing

This information, except parciantes contact information, should also be available on the City web site. We should consider making registration on-line.

Staff should not use community garden water for other purposes unless there is an agreement with the Garden Organization, the meter is read and the appropriate person/organization is charged for the water. Staff should maintain the area around the outside of the garden.

Mayordomos also need support from the City to enforce rules and procedures. Staff should visit the gardens monthly to ensure that the basic rules are being enforced, particularly that the garden is free of weeds and trash. Citations should be sent to parciantes who don't comply with these regulations. These are public spaces that need to be maintained both for their aesthetic and for public safety.

Staff needs to be trained in how to read water meters correctly, calculate accurately the water rates and submit a correct invoice to the gardens.

- ❖ ***Strengthen/formalize/codify the Mayordomo Selection Process, Role and Responsibilities:*** The City, in coordination with the Garden Council, should develop a policy on the role and responsibilities of the Mayordomo. This could include:
 - The City signs a contract with the Mayordomo that outlines his/her responsibilities.
 - The Mayordomo will organize an annual meeting to elect officers and make decisions about how the garden will function.
 - The Mayordomo will provide contact information (email and phone) of all parciantes to the City and to other parciantes.
 - The Mayordomo will organize the annual workday and at least two other events that bring parciantes together at the garden.
 - For taking on this responsibility, the parciantes fees will be calculated to pay for the Mayordomo's plot and water.
- ❖ ***Reinstate a one-time fee that covers the cost of water up-front:*** Calculate the fee based on the previous year average water per plot plus a contingency and charge that up-front. The fee could also include enough funds for new locks each year, bales of straw for mulch and manure that the City would provide.
- ❖ ***Meet with the Gardens:*** There is so much confusion and lack of information about the Community Garden program and roles and responsibilities, it would be best to hold a meeting with each garden (or a combination of the gardens) to discuss the new recommendations and procedures and to develop better relationships between staff and the garden parciantes. This would be a good time to also distribute and discuss water conservation, soil preparation, mulching, etc. materials.

- ❖ **Consider closing Frenchy's Field Garden** if significant changes aren't going to be made in 2015.
- ❖ **Modify the Rules and Procedures as follows:**
 - *I will pay an initial fee of _____ towards the water expenses: Increase the fee/pay the full price for water up front calculated on the previous year's use plus a contingency and incorporating the cost of the Mayordomo's plot and water.*
 - *I will not give out the water spigot lock combination except to someone who is taking care of my plot for me.*
 - *If I must abandon my plot for any reason, I will notify the Mayordomo.*
 - *I will keep weeds at a minimum and maintain the areas surrounding my plot.*
 - *If my plot becomes full of weeds and/or trash. I understand that I can be fined \$25.00 if my plot is not kept clean.*
 - *I will participate in at least two organized events of the garden.*
 - *I will pick only my own crops unless given permission by another plot user:*
 - *I will use only organic insecticides.*
 - *I will not bring pets into the garden.*
 - *I will return the garden plot in as good or better condition than when it was assigned. This might need to be defined more clearly, for example, it should be cleaned of plants and debris and mulched for over-wintering.*
 - *I will not sell or put to any commercial use the produce I grow in the garden. (Note: This is in Resolution 2007-53 and should be changed.)*
 - *How to manage the compost – to be developed.*
 - *I understand that the City may require return of the garden plot, by giving 30 days notice, if the garden area is required for another use.*
- ❖ **Advertise/promote the gardens:** We need to fill the gardens we currently have. City staff should actively advertise and promote signing up for the community gardens in March-May via the City PR department and signs that are posted at the gardens. This could include having a table at the Farmer's Market.
- ❖ **Create Appropriate Signage:** The community gardens need appropriate signage that explains the program, specifically that the plots are leased and the produce belongs to the gardeners with contact information on how to lease a plot.
- ❖ **Revive the Garden Council:** Define and codify how the Garden Council should function. Per Resolution 2007-53, the Garden Council is "a group of volunteers (including one member of the Parks and Open Space Advisory Commission and other interested individuals or representatives of interested organizations) organized to oversee the City's Community Garden Program and provide advice and resources to the City and the Garden Organizations." Per the resolution, the Garden

Council is to “oversee the City's Community Garden Program and provide advice and resources to the Division and the Garden Organizations”.

When the Garden Program started, the Parks Director asked the POSAC Chair to also chair the Council and organize annual meetings. From 2007 – 2013, these annual and sometimes semi-annual meetings allowed gardeners from both the community garden program and other urban gardens (Gaia, San Isidro, Milagro) to exchange information and brainstorm solutions to common problems. However, in 2014 Parks staff did not support the Garden Council Meeting and instead held their own meeting with the Mayordomos. Similarly, the Garden Council was not consulted about the change of the policy for paying for water. Per the Resolution, this type of policy should have been discussed with the Garden Council before the City unilaterally implemented it.

❖ If new gardens are opened:

- Ensure that there really is sufficient demand for a new garden *before* investing in the infrastructure, staff time, etc.
- If community gardens are being created to encourage low-income families to grow more of their own food, 1) Consult first with these families to understand their interests in growing food and the type of program they would like to see. 2) Consider options that don't require so much time and funding such as raised bed / hoop gardens / container / straw bale gardens in their own apartments/homes. 3) Support models like La Familia's CENA project where families are provided support services related to gardening. The resolution may need to be amended to create a sliding scale for paying for water.
- Analyze the size of the garden and the plots to optimize production. There are only 6 plots in the 2000 square foot Cielo Vista Garden in spite of having 3 water spigots. The plots in Maclovia are only 5' x 4' rising questions how much food can be produced in relation to the cost of installing and maintaining this garden.
- Consider installing drip irrigation or Netfin type products as part of the basic garden infrastructure. All drip systems will require some basic maintenance. Therefore, consider offering CEU hours to any QWEL Certified participants for assistance and training of participants through the water conservation program.
- Consider installing chain link fencing that will deter theft and vandalism in the gardens.

ACTUAL WATER USE

Unfortunately it isn't possible to assess how much water parciantes actually used in 2014 due to:

- Sunnyslope: Administrative errors in reading the meters. The July and August reported readings were actually considerably lower than the previous month. The water use was estimated using a simple trend formula, but it appears low at only 97 gallons per paid plot.
- Cielo Vista: The mayordomo reported that Parks staff used garden water for other purposes without measuring the amount they used or consulting with the mayordomo or parciantes.

- **Frenchy's Field:** Due to irrigation problems, there was no water provided to this garden for much of the growing season. Parks staff also allowed significant use of the garden water by another volunteer group without measuring the amount they used or consulting with the mayordomo or parciantes.
- **Maclovia:** The mayordomo explained that there was a reported leak in this system that was discovered in early September and that, as far as she could tell, was never fixed, making it impossible to assess how much water the parciantes actually used.
- Only Alto garden appears to have a reasonable amount of water use per parciante.

There were also multiple administrative errors in billing the gardens. As can be seen in the spreadsheet, in every case, the amount billed to the gardens is different than amount indicated by the meter readings. The water rate appears to have been miscalculated. In two cases, Cielo Vista and Frenchy's Field, the final invoices were totaled incorrectly.



Agenda

DATE 11/12/14 TIME 10:19

PREPARED BY Jessie Esparza

APPROVED BY [Signature]

Parks and Open Space Advisory Commission
The Barn at Frenchy's Field • Osage and Agua Fria Streets
Tuesday November 18, 2014
3:00 p.m. – 5:00 p.m.

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Review and Approval of Minutes: October 21, 2014
5. Old Business:
 - a. Parks Department Update
 - b. 2012 Parks and Trails Bond Implementation status
 - c. Skate Feature Site Selection and Next Steps
 - d. Strategic Planning Next Steps: Recommendations for the Mayor
 - e. 2008 Audit RFP Update
 - f. POSAC Commissioner Selection
 - g. Community Garden Evaluation and Lessons Learned
 - h. Memorials in Parks
6. Reports from Commissioners
7. New Business
 - a. Mayor's Committee on Disability Request for a Maintenance Policy
 - b. Repurposing Salvador Perez Park
8. Confirm date and time for the next meeting

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**INDEX OF
CITY OF SANTA FE
PARKS AND OPEN SPACE ADVISORY COMMISSION**

November 18, 2014

ITEM	ACTION TAKEN	PAGE(S)
CALL TO ORDER		
ROLL CALL	Quorum	1
3. APPROVAL OF AGENDA	Approved	1
4. REVIEW/ APPROVAL OF MINUTES October 21, 2014	Approved	1
5. OLD BUSINESS		
a. Parks Department Update	Discussed	2
b. 2012 Parks and Trails Bond Implementation status	Discussed	3
c. Skate Feature Site Selection and Next Steps	Discussed	3-5
d. Strategic Planning Next Steps	Discussed	5-7
e. 2008 Audit RFP Update	Discussed	7
f. POSAC Commissioner Search	Discussed	7
g. Community Garden Evaluation and Lessons Learned	Discussed	7
h. Memorials in parks	Discussed	8
6. Reports from Commissioners	Discussed	8
7. NEW BUSINESS		
a. MCD Request for a Maintenance Policy	Discussed	8-9
b. Repurposing Salvador Perez Park	Discussed	9-10
8. DATE AND TIME FOR NEXT MEETING ADJOURN	December, 2014 Adjourned at 5:15 p.m.	10

**MEETING MINUTES
FOR THE
PARKS AND OPEN SPACE ADVISORY COMMISSION**

Tuesday, November 18, 2014

1. CALL TO ORDER

A regular meeting of the City of Santa Fe Parks and Open Space Advisory Commission was called to order by Bette Booth, Chair, on this date at approximately 3:00 p.m. at Frenchy's Barn, Osage and Agua Fria, Santa Fe, New Mexico.

2. ROLL CALL

Roll call indicated a quorum as follows:

Members Present

Bette Booth, Chair
Daniel Coriz
Anna Hansen
Melissa McDonald
Joe Lehm

Members Absent

Oralynn Guerrerortiz (excused)
Sandra Taylor (excused)
Patrick Torres (excused)

One vacancy (Nic Smith)

Staff Present

Richard Thompson, Division Director

Others Present

Liza Suzanne, Genoveva Chavez Community Center (GCC)
Rachel Wexler, Department of Health
Mary Schruben, Rancho Siringo Neighborhood Association
Pete Gardini, Public citizen
Frank Nichols, Public citizen
Charmaine Clair, Stenographer

3. APPROVAL OF AGENDA

Ms. McDonald moved to approve the agenda as presented. Ms. Hansen seconded the motion, which passed by unanimous voice vote.

4. APPROVAL OF MINUTES- October 21, 2014

Ms. McDonald moved to approve the minutes of October 21, 2014 as presented. Mr. Lehm seconded the motion, which passed by unanimous voice vote.

5. OLD BUSINESS

a. Parks Department Update

Mr. Thompson said staff is busy putting the parks to sleep for the winter; irrigation lines were drained and facilities were secured; portable toilets were removed and vegetation management was started on arterials and trails.

Mr. Thompson said that staff had lunch with the Kiwanis Club and the Parks Department was recognized for their contribution to Zozobra.

Mr. Thompson volunteered to be the staff liaison [to POSAC], because it would be easier on staff. He will seek approval from Bryan Snyder. Ms. Esparza will remain in support capacity.

Mr. Thompson provided answers to questions regarding the status of parks:

- The SWAN water tank was repainted, but in the same color. Staff felt that the request to paint the tank dark green would make the tank more conspicuous. A final change order was sent to City Council on the hardscape for the design/build and if not approved there is the CIP bond.
- A vendor approached the Parks Department about the Railyard Park slides and missing play structure. Mr. Thompson will talk with the Railyard about allocating CIP Bond Park Funds for the items and the issue will be brought to POSAC in January.
- People have commented they are not happy about the name: SWAN Park. Mr. Thompson asked to be on the December agenda and will bring the process for naming parks to the next meeting.

Chair Booth said Mr. Pino told her that the county has purchased South Meadows with the idea that it is a passive park, but they are open to discussion. Mr. Pino indicated the next step should be an ENN (Early Neighborhood Notification) at Las Acequias about the proposed field location.

Chair Booth said Ms. McDonald had suggested an open house so Mr. Thompson can meet staff members he has not met. The Commission members discussed the open house.

Chair Booth said she would work on a list and plan the event for December.

- Parks items before City Council: the river corridor maintenance; shifting money to Youth Works in a PSA and a PSA with I RIDE. The Railyard stewards asked for an increase in funding, but the request was denied.
- The reorganization plan as part of the budget process is to shift the emphasis from park maintenance by generic crews to work done by classified positions and certified irrigation crews. Continuing education and horticulture and arboricultural would be included. Special events would be strengthened along with the mechanical/construction trades with some internal design/build function. Plans are to make mowing its own entity and of the two superintendents, one will shift to knowledge based (classified training, skill based compensation and database management). The numerous paper files will be digitized and mapped and a record of costing of assets will show the cost to maintain parks.

b. 2012 Parks and Trails Bond Implementation Status

Mr. Thompson said the goal was reached on the second bond sale and the city ended up with \$1.61 million. Martin Gabaldon the project manager and Jason Kluck the designer, realized a surplus in the first projects and the remaining project budgeting has been completed. Mr. Thompson said he will provide a financial report at the December meeting.

Chair Booth asked about the status of the Water History Park and was told it is design/build, third party with input from the Santa Fe Watershed Association.

c. Skate Feature Site Selection and Next Steps (Exhibit 1)

Chair Booth said several people looked at both sites. She asked Mr. Lehm to talk about the site visits and invited Liza Suzanne from GCC (Genoveva Chavez Community Center) to answer questions.

Mr. Lehm said he was glad to have so many attend. He said the group discussed the status of Franklin Miles Park and the repairs and everything looks great.

He explained that the group looked at Ragle to get a sense of the advantages and disadvantages. An advantage is that the site is closest to Santa Fe High School and the preparation expenses could reduce the amount left for the skate feature. The site is fairly level and putting in a parking lot would be easy; paved parking would be needed only for ADA (Americans with Disabilities Act). Water and electricity would be needed at the site.

A disadvantage is that the site is close to the existing skate park (about a mile and a half) and needs more preparation. Possibly the neighbors would not allow a skate park; an ENN would be needed. There is a question about the close proximity of two different user groups; the handball and skateboard group and the isolation from the remaining park presents a safety/security concern.

At the backside of GCC the advantages are: the site is further south where more youth live; there are existing amenities; the site has existing safety features and GCC staff and the fire department nearby. The location could spark a new perspective for an alternative sport and a new generation for users of a different kind. The recreation staff could create programs and events that include skateboarding and activities for the entire family would be in one location; ice skating, skateboarding, the gym, etc. The site is next to the overflow parking and would create more parking and more paved parking for GCC overflow parking.

A disadvantage is that the space has been projected for another use, such as a senior center.

The front of the Chavez Center had many of the same advantages and the field is not used much because of the slope. The expense to remove the prairie dogs would be eliminated. A disadvantage is the parking pressure would increase and there would not be a new parking lot. There are bus routes to both sites.

Mr. Trujillo said skateboard tournaments had been discussed and he was concerned with how many more people would use the GCC facilities.

Ms. Liza Suzanne said she found there was not a lot of negative impact at Monica Lucero or the Disc Golf Park; in fact it probably helped bring users to the Chavez Center.

Mr. Trujillo said another of his concerns is that money was spent to put in a sprinkler system and he wondered how the public would react to tearing that up.

Mr. Thompson said Parks recognizes the internal challenge to market park facilities and amenities. He said they have a list and will identify markets and targets.

Mr. Trujillo said he was fine with the Commission's decision not to include Ragle as an option. He asked which site would be better; the front or back of GCC.

Mr. Lehm suggested the back site. He said the site is level and next to existing parking and parking would be easy to add.

Ms. McDonald said if the back is chosen they should look at how to harvest water off of the parking lot, because of water pressure on the arroyo. She said it is a wonderful opportunity to establish vegetation. She wanted to be sure that is included in the programming.

She asked about the lights and if the trails closed at 10 p.m. Mr. Thompson replied that facilities and parking lots have to be lit until the 10 p.m. curfew.

Mr. Coriz said he thought the back side was better and it would be nice to have restrooms and water accessibility. He said a lot of kids are dropped off while their parents run around town and GCC is a perfect site for them.

Ms. Hansen said she supports the back of GCC. She said if lighting is done appropriately and under the Night Sky Ordinance there would not be problems from neighbors. She liked that the parking lot could be expanded and the idea of water harvesting, but was concerned about the [proposed] senior center. Mr. Trujillo replied that until money is available a senior center on the south side is a dream.

Chair Booth said she also supports the backside for the reasons named.

Chair Booth opened the floor to public comment at this time.

Ms. Rachel Wexler said she represents the Department of Health (DOH). She said public health is working on healthy aging and the New Mexico DOH is getting involved. She said healthy aging is about having access to multi generational communities and a dream is to have a senior center adjacent to the skate park. She said if they dreamed even bigger, it would be how to plan so the two engaged with one another.

Ms. Mary Schruben clarified that bus service from GCC is serviced by bus #4, but she is not aware of a bus that goes by the corner of Zia and Yucca. Mr. Trujillo replied that bus stops could be looked at.

Mr. Pete Gardini said he liked the idea being by GCC and would like a design/build this time.

Mr. Thompson said the community had been heard; they want one house for design/build. He said the reallocation would be taken to City Council for their determination and funds are available.

Mr. Trujillo thanked POSAC for doing due diligence. He said his only concern is the lighting and the neighbors that live adjacent to the site. He said if those affected say they do not want lights, he would support that to be considerate to the neighborhood. He said he is not opposed to solar lights on timers and for tournaments there could be a variance to have lights.

Councilor Trujillo offered to sponsor the resolution. He said he would like to see the skate spots concept.

Ms. Suzanne said the lights should be easy to direct since they only have to shine in one direction.

Chair Booth said she would start working with Ms. Byers in Legal.

Chair Booth talked about how several older skaters keep DeVargas clean and clean up the graffiti. She said there is very little graffiti in DeVargas and Franklin Miles Parks because Mr. Gardini uses his own paint and paints every weekend.

Mr. Gardini said most of the skaters bring their kids on Sundays to sweep and clean. He said skaters try to confront people that do graffiti and they send that message to the younger generation.

Mr. Thompson said the city has made great strides with Keep Santa Fe Beautiful and offered resources to make it easier. He said Parks will work closely with the design/build team on the surfaces. He said the stakeholder meetings are critical and the main objection is the design/build. The request will be vetted through the RFP and local procurement with the hope to get a local firm.

Mr. Lehm suggested getting GCC's feedback about whether new parking is an extension of the existing parking lot with the skate feature next to that, or in between the two parking lots.

Chair Booth suggested they meet on site to look at that. The group discussed the site and decided to meet Tuesday, December 2nd at 1 p.m.

Chair Booth thanked Mr. Trujillo and said she appreciated his openness to discussion and change. Mr. Lehm thanked Mr. Trujillo as well.

d. Strategic Planning Next Steps

Chair Booth said the Mayor has asked the Commission to come back with ideas and she and Ms. McDonald and Mr. Thompson developed the points. She said the points were all previously discussed by the Commission in strategic planning.

Chair Booth read each of the points. She said a tenth point was suggested by Ms. McDonald: to actively look for financing.

The Planning Steps were discussed. The group conversation is summarized as follows:

#1- Mr. Thompson suggested language be to "obtain funding" rather than *identify* funding. He said there is no money in the budget, but the Mayor and City Council have discretionary funds. Ms. Hansen suggested that a master plan is needed and that a staff member should lead the effort.

Ms. Schruben said there are several uses of parks and open space; active recreation, passive park enjoyment and food production. She thought because different levels of water are used that there might be a public rate for each activity. Ms. McDonald explained that a rate structure committee sets the rate structure.

#2- Gaia Gardens is close to being purchased and is an example of an urban garden. Fee based, at-scale suburban agriculture was explained as similar to the Boulder model. At-scale refers to the economy of scale for costs of produce, etc. such as farming a plot 4 x 8' of tomatoes vs. farming a plot 400 x 800' which reduces the cost. Fee-based is referred to as a commercial pursuit and one of a menu of alternatives. The idea is to have a successful agricultural producer on one of the demonstration plots.

#4- Freeing funding for maintenance was said to be a big undertaking and takes buy-in. Ms. Wexler said she would not support this idea unless convinced that parks staff would be educated in irrigation and that parks would be audited and the city would take a conservative approach. It was noted that the Water Conservation Committee is auditing parks to ensure that the water use is within a certain level.

Chair Booth said this section should be strengthened and more explicit and show that the rate is tied to water conservation.

#5- Mr. Thompson said of public lands and open spaces and most assign maintenance only to Parks. He said the Land Use Planning Department director was reassigned recently as the asset manager for the city and a meeting is scheduled.

#6- There should be a formal and transparent process to look at repurposing parks and open spaces; officers should be selected and there should be a time limit. Housing should be a recruiting tool.

Mr. Thompson said substations are promoted internally. He said the parks are not fully manned 24 hours a day and the officers are off duty at home [in housing] at the park. He said a better deterrent than officers living at the park has been discussed.

#8 -Mr. Thompson provided ideas involving businesses and corporations and attracting philanthropic tourism. In San Antonio as an example, the Ben and Jerry employees built a playground as part of their annual meeting convention. The idea is to align all of the city's volunteers, marketing and social media efforts into one office. This could be a place to create a subcommittee to look for grants/funding, etc.

Ms. Wexler noted that this also speaks to a current deficient in programming in the Santa Fe Parks system. She said from a public health perspective programming is key to the health of the community. A great park system and a *Friends of the Park Program* is one of the best ways to get programming in parks. She suggested programming be included in the draft. Chair Booth said she would add a few words about programming.

#9-Agreements are very informal and Parks is maintaining a number of fields and the MOUs (Memorandum of Understanding) have expired.

#10- The idea is to actively look for funding/grants, etc. and that could possibly be done by a Parks and Recreation Commission. Ms. Wexler suggested DOH partner with the Commission and be part of the interagency agreement. Mr. Thompson said the Advisory Commission should take the lead role and work through the Parks Department and with the city grant writer.

Chair Booth said she would make the changes and send the draft to Ms. McDonald and Ms. Hansen who expressed interest in seeing the draft. She confirmed that members would be comfortable with the document being sent to the Mayor.

e. 2008 Audit RFP Update

Ms. Hansen said the audit will be on the December 1st Finance Committee agenda. The auditor selected was *REDW* of Albuquerque. There will be a meeting with the Finance Committee to review the issue and let all parties know what is expected and needed. The actual audit is scheduled the first week in February and should be completed by March 31, 2015.

f. POSAC Commissioner Search

Chair Booth said the Commissioners were sent the resume for James Stodgel. Two resumes were received but she felt that Mr. Stodgel is the better candidate. She reviewed Mr. Stodgel's credentials and that he owns Only Green Design Studio Build and Business Development and has built a pilot skate park with the skaters.

Ms. Hansen said she has deep respect for the other candidate who would also be an asset. She said she would like to keep her name on the list, but thought that at this time, a young male engaged in the community is a better fit for the Commission.

Ms. McDonald asked about current membership renewals. She said the Commission should consider younger members because things could shift dramatically. Chair Booth replied she would check, but thought a number of the memberships will come up in June.

Ms. Hansen moved to invite James Stodgel to join the POSAC Commission. Ms. McDonald seconded the motion and the motion passed by unanimous voice vote.

Chair Booth said she would communicate with both applicants and get with the Mayor. She said the Commission could revisit the resolution that established them at another meeting.

g. Community Garden Evaluation and Lessons Learned

Chair Booth said there was a 65% response to the survey and she would like a presentation in December. Mr. Thompson asked to participate.

She said currently she is waiting for the data on garden use. She wants to include the water use in the report to the parciantes to get their input. She said they could invite them to the December meeting.

h. Memorials in Parks

Chair Booth said the resolution will be looked at in more detail, but Mr. Pino brought a request from Jamie Sullivan. He wants to donate money for a bench in memory of his sister. She said policy was developed, but has not yet been passed yet. She asked if members were comfortable approving the donation.

Ms. Hansen moved to approve the request from Jamie Sullivan to donate money to the city for a memorial bench as presented. Mr. Lehm seconded the motion and the motion passed by unanimous voice vote.

6. REPORTS FROM COMMISSIONERS

Mr. Coriz said he is currently working with the BLM (Bureau of Land Management) with grant money and is in the process of sub-developing a mini bike track. He said work is being done to make improvements and do maintenance on the track.

He said some of the guys put an event together called the Hot Lap Challenge to experiment with the type of turnout and whether events could be held at the track. The Challenge was fairly successful with about 40 riders overall.

The challenge was for riders to figure out how to get their fastest lap time over a span of a month. The top 10 fastest riders would be called at the end of that time. The Challenge was set up over a month mainly because there is not enough parking to hold a motocross race. Local businesses sponsored the event and cash prizes were given for incentive. The event became a Facebook/social media event and people could see who was using the track. A ride usually lasts about two hours and riders do not see many other riders during that time.

Mr. Coriz said design choices are being discussed (radius/distance). There is no beginner level guidelines; only one person's perception of their riding ability and level of riding. He said the insurance is now in the PSA.

Mr. Coriz said a group of volunteers at the Northwest Quadrant from the Fat Tire Society were interested in the trash pit (the other jump site ridden by mountain bikers). Changes planned will integrate more beginner obstacles and by spring there will be a new section. They are working with Chris Goblet who put on the Bike and Brew Festival. He is helping with some of the obstacles.

Ms. McDonnell said she and Mr. Thompson and the Chair met with Lisa Randolph, the Facilities Programming Director and talked about water conservation.

7. NEW BUSINESS

a. MCD Request for a Maintenance Policy (Exhibit 2)

Chair Booth read aloud a letter received from the MCD (Mayor's Committee on Disability). She asked how the Commission wanted to proceed.

Mr. Thompson said ADA has 'best management practices' and the issue is a budget item. He said it would be difficult to ask City Council to establish a resolution/ordinance to enforce maintenance.

Ms. McDonald said a lot of what is built in Santa Fe is not ADA compliant. She said ADA is addressed in new projects, but she is not sure how to address the issue in a policy.

Ms. Hansen said this is out of the Commission's scope; they are advisory and do not write policy.

Mr. Thompson said he is unclear about the idea that the funding of a maintenance policy could be codified. He suggested forming a committee to bring issues to the surface so everyone could agree/disagree on the objectives.

Ms. Hansen said some parks do not have that within their scope and do not have to be included.

Chair Booth provided options: 1) meet with MCD to discuss the issues; 2) explain that writing policy is not a job of the Commission; 3) have a future discussion.

Mr. Thompson suggested dialogue be started electronically and the information be distributed to plan an action. He said this is a maintenance issue.

b. Repurposing Salvador Perez Park

Chair Booth said the word is that there will be a proposal to repurpose Salvador Perez Park to build a school for the arts. She wanted to be sure the Commission was comfortable moving forward with that. She said her response would be that if Salvador Perez is moved out of District One, the amount of parks in District Two would be decreased to 1.7 acres of park per thousand people.

Ms. Hansen said the item is a redistricting issue that should be brought to the Redistricting Commission. She asked Chair Booth to inform the Commission if the issue is to appear before a city committee or commission.

Chair Booth asked Mr. Thompson to meet with Mr. O'Reilly to get the list of inventory. She said she would advocate for at least two types of public meetings for the issue, per the new resolution. She said the 2012 Bond has a half million dollars for Salvador Perez Park and the issue has to go before the Governing Body and have an ENN (Early Neighborhood Notification). She said the process could be lengthy and she will put the item on the December agenda.

Public Comments

Mr. Frank Nichols said he is back to find out what was found on funding the basketball courts [repairs].

Mr. Thompson said that Parks made some of the same observations as Mr. Nichols' photos. He said there are concerns about surfacing and bonding and outdoor court surfaces are a great challenge.

He has visited with the facility development team (the designers) about a bonding project and the city needs to retro act on all of the surfaces that failed, but a solution is needed first. There are options such as etching, coloring and striping the concrete. He said suggested it might be possible to designate more money for high-value, high-volume, high-traffic courts and use the lower tech lower cost solutions at other parks.

Mr. Nichols said he talked with a contractor who does courts all over the country. He wondered if the contractor could be an advisor to avoid making mistakes. Mr. Thompson replied that Parks is investigating playground surfaces and that could be discussed. He offered to pursue that if Mr. Nichols provided the name of the contractor.

8. DATE AND TIME FOR NEXT MEETING:

The date of the December meeting is to be decided. Chair Booth indicated she will be gone from January 7 through February 21st, 2015.

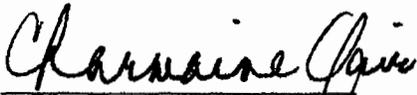
ADJOURN:

Having no further business to discuss, the meeting adjourned at 5:15 p.m.

Approved by:

Bette Booth, Chair

Submitted by:



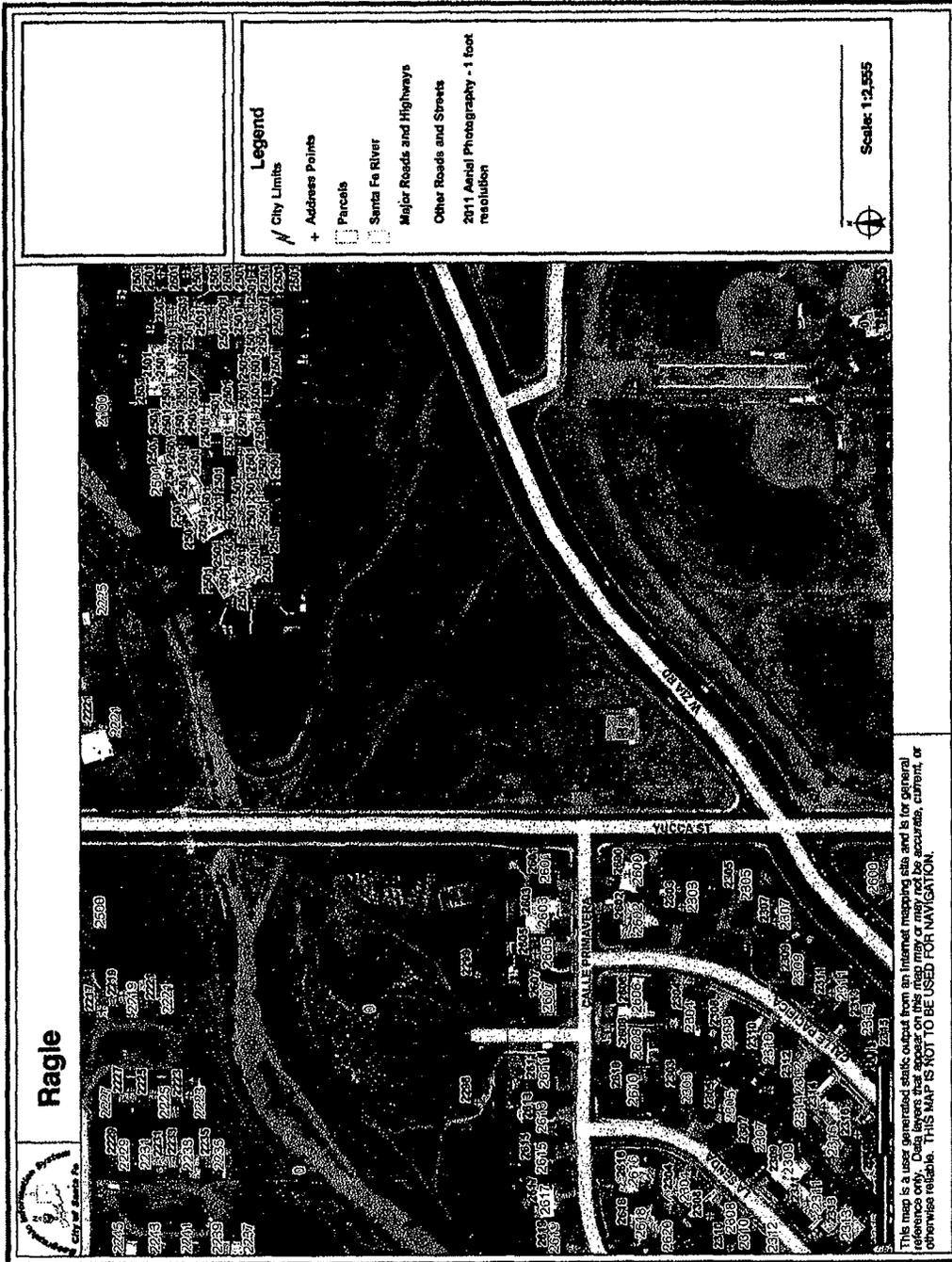
Charmaine Clair, Stenographer

Skate Park Options

Ragle by the Handball Court	Disadvantages of this site
<p>Advantages of this site</p> <p>Close to Santa Fe High School. Site preparation expenses could reduce amount left for skate feature.</p>	<p>Disadvantages of this site</p> <ol style="list-style-type: none"> 1. Very close to the existing skate park. 2. Needs more site preparation than GCCC. Would need to create ADA parking and access for both the skate park and the handball court. 3. Very possible neighbors will not allow it? 4. Questions about proximity of two such different user groups. 5. Isolated from the rest of the park – not as much passer-by supervision for safety and security.

GCCC Back Parking Lot	Disadvantages of this Site
<p>Advantages of This Site</p> <ol style="list-style-type: none"> 1. Further south where more youth live. 2. Amenities already exist. 3. Parent traffic = safety. GCCC staff = safety. 4. Fire department is next door for emergencies. 5. New perspective for alternative sports. This will spark a new and different generation of users. 6. GCCC Recreation Staff can create programs and events. 7. Keeps the family together in one location. There are activities for everyone. 8. Would increase parking for GCCC with it's own parking lot. 	<p>Disadvantages of this Site</p> <ol style="list-style-type: none"> 1. Space projected to be used for other purposes in the future?

GCCC Front	Disadvantages of this Site
<p>Advantages of This Site</p> <ol style="list-style-type: none"> 1. Same as 1-7 above. 2. Build ready. Wouldn't need any preparation. 3. Not very used as a field in any case because of the slope and rough surface 4. Would eliminate on-going expenses related to removing prairie dogs. 	<p>Disadvantages of this Site</p> <ol style="list-style-type: none"> 1. Could increase parking pressure. 2. Would eliminate the field.



Blue represents the skate park and green represents the upgraded parking lot.

Mayor's Committee on Disability

C/O ADA Coordinator, City of Santa Fe

P.O. Box 909, Santa Fe, New Mexico 87504-0909

October 15, 2014

Bette Booth, Chair
Parks and Open Spaces Advisory Commission (POSAC)
City of Santa Fe
P.O. Box 909
Santa Fe, New Mexico 87504-0909

Dear Bette Booth,

Please have your commission develop and adopt a maintenance policy for Parks and Open Spaces.

The maintenance of ADA compatible surfaces includes the following components:

- ❖ grooming
- ❖ composition of wood fibers
- ❖ compaction of surfaces that consist of crusher fines
- ❖ repainting / stripping of designated parking spaces for person with disabilities

Please let us know when the wording is in place and when the policy is adopted.

Thank you,



Marcia Bowman
Chair
Mayor's Committee on Disability

Cc: Isaac J. Pino – Public Works Department Director
Jason Kluck – Project Administrator