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

RESOLUTION NO. 2015-____

INTRODUCED BY:

Mayor Javier Gonzales

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.

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

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

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

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

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

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

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IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE that Resolutions No. 2009-130, 2007-22, 1999-88, 1998-28 are rescinded.

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

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

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

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

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

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

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

Section 4. MEMBERSHIP; OFFICERS:

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

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

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

Section 5. SUBCOMMITTEES : Subcommittees of PARC shall include:

A. Marty Sanchez Golf Course;

B. Municipal Tree Board; and

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

Section 6. TERMS:

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

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

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

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

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

_____

JAVIER M. GONZALES, MAYOR

ATTEST:

_____

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM;

Kelley A. Brennan

KELLEY A. BRENNAN, CITY ATTORNEY

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

FIR No. 2647

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. Brennan (Signature) Date: 4/17/15

Reviewed by Finance Director: [signature] (Signature) Date: 4-17-2015

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.

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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