

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

ITEM 16

REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING CITY STAFF TO WORK WITH A QUALIFIED CONSULTANT IN A TRANSPARENT, PARTICIPATORY PROCESS TO DEVELOP A PARKS AND RECREATION TEN-YEAR MASTER PLAN **(COUNCILOR DOMINGUEZ) (ROBERT CARTER)**

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	X		
COUNCILOR RIVERA	X		

City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2015-____ Parks & Recreation Master Plan

SPONSOR(S): Councilor Dominguez

SUMMARY: The proposed resolution directs city staff to work with a qualified consultant in a transparent, participatory process to develop a Parks And Recreation Ten-Year Master Plan.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: April 17, 2015

ATTACHMENTS: Resolution
FIR

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION NO. 2015-_____**

3 **INTRODUCED BY:**

4
5 Councilor Carmichael Dominguez

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10 **A RESOLUTION**

11 **DIRECTING CITY STAFF TO WORK WITH A QUALIFIED CONSULTANT IN A**
12 **TRANSPARENT, PARTICIPATORY PROCESS TO DEVELOP A PARKS AND**
13 **RECREATION TEN-YEAR MASTER PLAN.**

14
15 **WHEREAS**, the parks and recreation system is an important part of the City's infrastructure
16 and includes more than 1,700 acres of park land and open spaces and four recreation facilities; and

17 **WHEREAS**, the parks and recreation programs have been structurally combined pursuant to
18 Ordinance No. 2014-22 which the Governing Body adopted on July 9, 2014, to create the Parks and
19 Recreation Department; and

20 **WHEREAS**, master plans are critical tools to help the City analyze existing resources,
21 project needs and develop strategies more efficiently; and

22 **WHEREAS**, the last Parks Master Plan was developed in 2002 and there is not a City
23 recreation master plan; and

24 **WHEREAS**, the city's green infrastructure plays an important role in climate mitigation
25 through pollution abatement and cooling and controlling storm water runoff; and

1 **WHEREAS**, projections are that, in the next fifty years, Santa Fe weather will be hotter,
2 dryer and more variable and our population will have increased - putting extreme pressure on these
3 vital resources; and

4 **WHEREAS**, there is a need for the City to plan now to be ready for such changes; and

5 **WHEREAS**, both the Mayor’s Climate Change Task Force – Water, Land Use and Food
6 Security Sub-Committee and the Parks and Open Spaces Advisory Commission have recommended
7 creating a Ten-Year Master Plan for City parks and recreation facilities.

8 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
9 **CITY OF SANTA FE** that staff is directed to contract and work with an outside consultant in a
10 transparent, participatory process to develop a Ten-Year Master Plan for the Parks and Recreation
11 Department.

12 **BE IT FURTHER RESOLVED** that the costs associated with the 10-year Parks and
13 Recreation Master Plan shall be included in the FY 15/16 operational budget for the Parks and
14 Recreation Department.

15 **BE IT FURTHER RESOLVED** that the Parks and Recreation Department is directed to
16 include the development, establishment and operation of “community gardens” throughout the City of
17 Santa Fe in the 10-year Parks and Recreation Master Plan.

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

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20 _____
21 JAVIER M. GONZALES, MAYOR

22 ATTEST:

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24 _____
25 YOLANDA Y. VIGIL, CITY CLERK

1 APPROVED AS TO FORM:

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4 KELLEY A. BRENNAN, CITY ATTORNEY

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M/Legislation/Resolutions 2015/Parks & Recreation Master Plan_032415

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 DIRECTING CITY STAFF TO WORK WITH A QUALIFIED CONSULTANT IN A TRANSPARENT, PARTICIPATORY PROCESS TO DEVELOP A PARKS AND RECREATION TEN-YEAR MASTER PLAN.

Sponsor(s): Councilor Dominguez
Reviewing Department(s): Parks and Recreation
Persons Completing FIR: Rob Carter, Department Director Date: 4/16/2015 Phone: 955-5921

Reviewed by City Attorney: Kelly A. Brennan Date: 4/17/15
(Signature)

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

Section B. Summary

Briefly explain the purpose and major provisions of the bill/resolution:
 The resolution directs City staff to work with a qualified consultant in a transparent, participatory process to develop a Parks and Recreation Ten-Year Master Plan.

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 _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY 15-16	"A" Costs Absorbed or "N" New Budget Required	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$14,304.00	A	NR	General & Enterprise
Fringe**	\$ _____	_____	_____	\$4,721.00	A	NR	"
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$50,000.00	N	NR	General
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
Total:	\$ _____	_____	_____	\$69,025.00	_____	_____	_____

* 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.)

Personnel will be used to assist contractor in gathering information and other duties as they occur. Master Plan professional services will cover the cost of the plan itself.

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 ten-year master plan 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 it will assist in planning long term goals for our Parks and Recreation Department.

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