



Agenda DATE 7/9/14 TIME 9:44

PREPARED BY Jessie Espinoza

APPROVED BY [Signature]

**Parks and Open Space Advisory Commission**  
**The Barn at Frenchy's Field • Osage and Agua Fria Streets**  
**Tuesday, July 15, 2014 • 3:00p.m. – 5:00 p.m.**

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Review and Approval of Minutes: June 17, 2014
5. Old Business:
  - a. Parks Department Update
  - b. 2012 Parks and Trails Bond Implementation status
  - c. POSAC Post-Elections Update
  - d. Transition Team Report/Letter to the Mayor
  - e. 2008 Audit RFP Update
6. New Business
7. Public Comments
8. Team Building/Strategic Planning
9. Confirm date and time for the next meeting – August 15, 3:00-5:00 PM

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**

**July 15, 2014**

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4. REVIEW/ APPROVAL OF MINUTES June 17, 2014	No Quorum	1
5. OLD BUSINESS		
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**MEETING MINUTES  
FOR THE  
PARKS AND OPEN SPACE ADVISORY COMMISSION**

**TUESDAY, JULY 15, 2014**

**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.

**ROLL CALL**

Roll call indicated a lack of quorum as follows:

**Members Present**

Bette Booth, Chair  
Anna Hansen  
Melissa McDonald

**Members Absent**

Oralynn Guerrerortiz (excused)  
Daniel Coriz  
Joe Lehm (excused)  
Sandra Taylor (excused)  
Patrick Torres (excused)

One vacancy (Nic Smith)

**Staff Present**

Jennifer Romero, Parks Department  
Jesse Esparza, Parks Department

**Others Present**

Mary McDonald, Project Director of Colonial Prisma Park  
Mary Shruben, Rancho Siringo Neighborhood  
Robert Wood, Water Department  
Charmaine Clair, Stenographer

*The approval of the agenda and the minutes were postponed due to lack of quorum.*

**APPROVAL OF AGENDA - Postponed**

**APPROVAL OF MINUTES- June 17, 2014- Postponed**

**OLD BUSINESS**

- a. Parks Department Update

Chair Booth thanked Ms. Romero for getting back to the Commission and said she appreciated the wonderful response.

Ms. Romero said she would continue to provide the Commissioners with weekly updates from Parks while she is available. She reviewed topics the Commission should be aware of:

- Information was shared regarding the enforcement of the resolution at a meeting with the majordomos. Nick Schiavo was present. Ms. Romero plans to meet with the Legal Department since reading the water meter is not in the resolution. She will review the sample guidelines given the majordomos. The work with the majordomos will continue to be sure everyone agrees how the water sub meters will be tracked. Parks staff will meet with the majordomos at the end of each month to sign off on the meter reading to ensure accuracy. The amount of water used will factor into the cost.
- The Parks security camera request with CSI is on hold. Purchasing pulled the item and will look at something different. The idea never went before City Council. Ms. Romero would provide more details when she has them.
- Zia Road median project was stopped for two weeks to finish the work at Ragle and minor work at Rancho Siringo. The work should be finished this week.
- The arterials vegetation and management crew is on Jaguar Drive and then on Cerrillos Road.
- Regarding the shade structure: Jason Kluck will attend the August meeting to provide POSAC information on quotes and vendors and will request to move forward.
- Parks is scheduling a meeting with the Santa Fe Fuegos on issues at Fort Marcy Park.

Chair Booth said she mentioned to Mr. Pino that it would be helpful at every meeting to have an update on parks in general; the 2012 Bond; staffing; any parks related information before the Governing Body and any public meetings about parks.

Chair Booth asked which part of Ragle would be done.

Ms. Romero said landscape improvements are 90% complete and irrigation is estimated to be completed in two weeks. The basketball court has been completed and staff is waiting on trees and shrubs. The repairs on the handball court might be held until spring. The RFP is waiting on changes and staff is working with Mr. Lehm.

Chair Booth asked if the new person with Facilities was hired. Ms. Romero replied she wasn't sure, but she was told Mr. Archuleta would assist with the training.

Ms. Hansen asked about the watering at Frenchy's; her neighbor had complained about overwatering. Ms. Romero explained the issue has been addressed with staff and is no longer a problem.

Chair Booth said another issue was mowing the vegetation to the ground.

Ms. Romero said that was addressed with Mr. Ortiz and Mr. Varela. She said mowing is done two times a year and the crew was advised to cut six inches in mowing height.

Chair Booth said a small group from Frenchy's might want to meet with the new director to discuss how to manage a native prairie and mowing, etc.

b. 2012 Parks and Trails Bond Implementation Status (Exhibit 1)

Ms. Romero said the spreadsheet information was provided from the Finance Department and Mr. Archuleta. She was open to questions.

Ms. Hansen said the Power Plant Park name was officially changed in 2012 to the Water History Park and Museum. She asked that the records be changed to the correct name if possible, once the bond is complete. She noted that the signage is not correct either.

Ms. Mary McDonald replied that Finance [Department] may need to keep the name for tracking purposes.

Ms. Melissa McDonald asked about the DeVargas Skate Park contract amount. She said Mr. Lehm continually brought up the issue with the crusher fine. She said she assumes money is available to correct the issue.

Ms. Romero said the reallocation request was for \$25k (thousand) to complete the skate park features, but the request is on standby.

Chair Booth added that Mr. Pino said the new director will meet with Mr. Lehm to decide what is needed at DeVargas and the extra money would be reallocated to Ragle. She said she would bring the issue up again.

Ms. Mary McDonald said Nava Adé Park received \$50k from the 2012 GO (General Obligation) Bond, but that was not on the spreadsheet.

Chair Booth said several parks are not listed. She said it would be good to have a spreadsheet with all of the parks.

Ms. Melissa McDonald mentioned that Rancho Siringo Park will be completed tomorrow.

Chair Booth asked Ms. Shruben if she had any questions, since they were talking about her neighborhood park.

**PUBLIC COMMENT** (Revised Agenda Order)

Ms. Shruben said Parks replaced a valve that had caused flooding. She said the three days of rain caused a lot of re-growth of the Cottonwood and holly. She talked with Mr. Varela and he does not have staff or equipment at this time to deal with the re-growth. She is thinking about recruiting neighbors and having a digging party to dig up the re-growth now. She said there would not be as many problems next spring.

Ms. Romero recommended she do what was done at Tierra Contenta with the Sidewalk Angels. She said if Ms. Shruben gets the volunteers, Parks staff could be scheduled to assist with picking up and transporting the debris out of the park.

Mr. Wood suggested Ms. Shruben use the weed wrenches from Parks that are available to the public. The wrenches work well when the soil is moist and pulls the growth by the root. He suggested she contact Mr. Varela or Mr. Ortiz.

Ms. Mary McDonald said she is the project manager of Colonial Prisma Park in Tierra Contenta. She said a team of terrapin architects designed the park a few years ago. She showed a plat of the park with the changes and deductive alternates. The park had a lot of public and neighborhood involvement and is meant as a neighborhood park and mostly pedestrian access.

She said a new group is reviewing the park plans to get it to code, because the plans were on the shelf for a while. She said the Parks Division Director had requested changes that resulted in a redesign and used some of the park's budget. She reviewed items to be preserved; the wolfberry plantings and plant signage, trees and improvement to the streetscape. She said a landscape contractor was hired for construction to achieve an affordable bid.

Mary McDonald said the playground and a quiet area that overlooks the open space would remain, but due to a much higher bid even with the deductive alternates and approval of the park impact fees, \$45k of work still needs to be taken out. Two key elements removed would be the irrigation controller and the meter valves. Those would have allowed the park to be on the automated park system and translates to higher maintenance and water.

Ms. McDonald said there was not enough money to do the complete development of the community garden; however they want to fence the area. She said they could put in some of the important things like the irrigation parts and the perimeter fencing [with impact fees]. She said \$60k is needed.

Ms. Hansen said Senator Egolf got shade structures for the parks to protect children on slides, etc. from the sun. She asked that those be considered by Ms. McDonald going forward.

Mary McDonald said she is aware of the shade structures. A shade sail over the picnic tables was cut from the plans because of cost. She hoped future improvements like the shade sails could be made, but they cannot be done without the help from the Parks Impact Fees.

Chair Booth said she and Ms. McDonald had discussed the issues at the SWAN meeting and Ms. Guerrerortiz had called Reed Liming (Planning and Land Use). Mr. Liming explained there is \$180k in the Park Impact Fees and Colonial Prisma Park qualifies. The request would go through the Planning Commission and does not have to go before City Council.

Chair Booth said Mr. Pino suggested the request first come to POSAC.

Ms. Hansen said Tierra Contenta is underfunded and she recommends the extra \$60k be found. She added she also requests that Colonial Prisma look at shade sails for the playground areas or areas that provide children protection from the sun.

Mary McDonald said she could make the shade sails a contingency and would strongly recommend that be done with any money left over.

Chair Booth said POSAC could not vote, but Mary McDonald could say that POSAC unanimously supports the \$60k in Park Impact Fees. She offered to attend the August 14 meeting.

Ms. McDonald said the meeting would be in the City Councilors Conference Room at 3 p.m.

Chair Booth asked for an update on SWAN (Southwest Activity Node) Park.

Ms. McDonald said the construction is progressing nicely. A key date is November 28, 2014 for substantial completion and they are looking at planting as early as August 7 and no later than August 14, 2014.

She met with the vertical wall contractor about the graffiti mentioned at the public meeting. The two vertical walls; the north and northwest, had graffiti, but the other walls were not touched. The design team agreed to leave the two walls as tagger canvasses until substantial completion. The graffiti will not be removed until the end of the project.

Chair Booth said the three major issues were the affluent water; the astro-turf instead of regular turf and the water tank. She said murals were discussed [for the tank] and she will meet with Ms. Garcia y Griegos and Gilda (?) about youth murals. She said she mentioned the murals to Councilor Dominguez as a possible first project.

Mary McDonald said she heard that Anna [Gallegos y Reinhardt] at Warehouse 21 has contact with young artists. The added benefit is coordination with professional artists at the Santa Fe University of Art and Design and there are examples of their work around town. She said she is actively pursuing that first. She said there is more support from residents and parents of potential young artists and the City Councilor wants his residents to vote on their preference.

Mary McDonald said the road is a decision of the City Council and the idea is to make a park access road with two lanes and a bike lane; also there is a potable water supply. Costs were provided to Mr. Pino and he sent that to the City Councilors. She said that Mr. Schiavo said if the contractor develops within five years, the city would be compensated if they do the water extension lines in the roads.

Chair Booth asked what role POSAC should play. She offered to e-mail Mr. Pino and ask the status of SWAN.

Mary McDonald said an e-mail asking who would put in the access road would not be inappropriate since POSAC is concerned with the status of parks.

Mr. Wood asked the number of ash trees in the list for Colonial Prisma. He explained that an insect that kills all types of ash trees is coming. He suggested the ash trees be substituted for something else and if done before planting, the price difference would be negligible.

Chair Booth said Councilor Bushee asked her to extend her thanks to Ms. Hansen for her letter about the reallocation. Chair Booth asked what that letter was about.

Ms. Hansen explained that Councilor Bushee referred to a resolution in regard to the underpass at St. Francis. Ms. Hansen said she heard many people express they did not want the underpass at

Alameda and St. Francis Drive at a number of public hearings. People want the underpass at Cerrillos and St. Francis on the Acequia Trail and she wrote a letter about that.

Chair Booth said Councilor Bushee is proposing a resolution to amend the 2012 Parks and Trails Implementation Plan. The resolution would allocate \$2 million currently designated for the River Trail underpass to be moved to *"bike/pedestrian trails and related safety and infrastructure projects"*.

She said Councilor Bushee asked that she and Ms. Hansen attend the BTAC meeting. The same questions that came up about the 2008 Bond are coming up in the opposite direction on the 2012 Bond. She said there are questions about whether the project was mentioned specifically in the resolution that created the bond. Councilor Bushee went through Legal and the Bond Council and it appears the money could be moved if approved by City Council.

Chair Booth said she read that some Councilors and particularly Councilor Maestas are concerned that what the voters were promised is now being switched. A public hearing will be held at the next Public Works meeting a week from Monday.

She said she thought Councilor Bushee wants POSAC at the meeting because of the 2008 Bond Audit, etc.; to show transparency and openness. Chair Booth said she suggested a list of projects, because she thinks Councilors would feel better knowing exactly how the money will be spent.

#### c. POSAC Post-Elections Update

Chair Booth said she asked Ms. Guerrerortiz to be vice chair and she has agreed.

Chair Booth said she and Ms. Guerrerortiz met with Mr. Pino. She reviewed her notes from the meeting:

- ❖ Mr. Pino wants POSAC to advocate for a Parks and Rec' Department; that has already happened. The Parks Director position has closed.
- ❖ On the MX track: Mr. Pino will let POSAC know the next steps for the management to be taken over. She offered to assist Mr. Coriz in any way needed to move things forward.
- ❖ On Communication: all communication should be directed to Mr. Pino until a new director is hired. Ms. Romero will continue to be the coordinator as long as she can be.
- ❖ The 2012 Bond Implementation: a complete report will be provided at the August meeting.
- ❖ DeVargas Park: the person who replaces Frank Archuleta will resolve the issue at the skate park. Chair Booth said she encouraged Mr. Pino to have the person work with Mr. Lehm.
- ❖ Frenchy's Garden: it was agreed not to move forward with naming the garden after Amy Hetager until the prairie dog situation is known. The horehound idea Mr. Wood recommended has been working.
- ❖ Mr. Pino asked POSAC to develop a practical, efficient policy for the reallocation of bond monies and Councilor Dominguez thought the request appropriate. The Councilor, as the chair of the Finance Committee wants to work on the policy with POSAC.
- ❖ Vacant Commission position (Nic Smith): Chair Booth said she talked with Zeke. He and his wife Anna came to POSAC regarding access to the fields. She said Councilor Dimas and Councilor Trujillo had no suggestions, but spoke highly of considering Zeke or Anna. Chair Booth said Zeke was born and raised in Santa Fe and is involved in the Northern New Mexico Football League, Capital High School and the Warriors Semi-Pro-Football team and he lives in



District Three. Chair Booth asked if the Commission should interview him or ask him to attend a meeting.

Ms. Hansen said there would be redistricting and it is 99 percent likely that she and Chair Booth will be in District One. She said having a person on POSAC from Tierra Contenta would be important.

The group agreed Zeke should attend the next meeting.

d. Transition Team Report/Letter to the Mayor

Ms. Melissa McDonald said she read the letter and everyone has had an opportunity to provide input and she felt comfortable with the letter. She suggested the letter be sent. Ms. Hansen agreed.

Chair Booth said when Ms. Guerrerortiz talked with Mayor Gonzales, water in the parks came up. She said mentioned was to start thinking about some parks going natural. Mayor Gonzales is in favor of building more parks on the south side and thinks some parks on the north side might need to be retired. The Mayor asked for POSAC to look at that and could be an item in strategic planning.

e. 2008 Audit RFP Update

Ms. Hansen said the RFP (Request for Proposal) has been approved and she sent the latest copy to everyone. She said the bids received would go before City Council for a decision. She said the RFP is extensive and if there had been a final report, some would not have been necessary.

Chair Booth said the RFP is very comprehensive and she is pleased that 85% of the questions brought by POSAC were included.

## **NEW BUSINESS**

Mr. Wood said the Railyard Park has been nominated as one of five finalists in the 2014 Urban Open Space Award out of 400 parks throughout the United States. The final inspection is August 21 and help is needed to raise money. He passed around the Tree Inventory for the park for tree pruning and removal. (Exhibit 2)

Ms. Hansen said she has a willow and a crab apple she would like to donate. Mr. Wood replied the Railyard Park might take them, but there is a master plan for planting and they try to stick to that. He said the Railyard does want more support from Parks, but Parks could only do so much; areas like elm tree removal are expensive and take a contractor.

Ms. Melissa McDonald suggested the list of trees be sent to local landscapers to ask for donations. She said everyone is interested in the Railyard Park and it would be good for everyone. She suggested including that the organization is nonprofit, as a reminder.

Ms. Esparza agreed to send the Commissioners the list of trees electronically. Mr. Wood said he would have the award information sent to everyone.

Chair Booth asked if Parks is fully staffed. Ms. Romero replied they are, but with the amount of maintenance, etc. there is still not enough staff compared to other cities.

Chair Booth said the idea about the water conservation is that a public benefit rate tied to water use could free up about \$1.5 million for staff. She asked if Ms. Romero knew the amount received on the final Capital Improvement Plan. Ms. Romero replied the details are being worked on and would be in the budget in August. She would let her know.

Ms. Melissa McDonald said Mr. Schiavo is very willing to speak to POSAC about the public benefit rate. She suggested once the Park Director is in place, the Commission should go back to Mr. Schiavo to have that discussion.

#### **TEAM BUILDING/STRATEGIC PLANNING**

The members discussed the strategic planning meeting. Ms. McDonald suggested meeting for an hour to develop an agenda and have a special meeting for half a day to go through the agenda.

Chair Booth said she would talk about who POSAC is and where they are and where they want to be and do some team building. She thought two hours would be enough time. She asked if people would be willing to meet in addition to the August meeting.

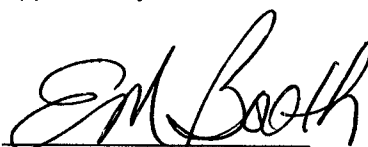
Ms. Hansen said she would be out of town most of August. She suggested meeting an hour before the regular meeting; Ms. McDonald and Chair Booth agreed.

**DATE AND TIME FOR NEXT MEETING:** August 19, 2014

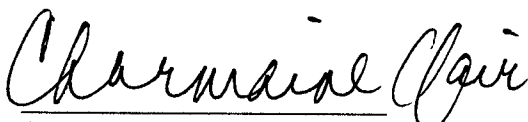
#### **ADJOURN:**

*Having no further business to discuss, the meeting adjourned at 4:21 p.m.*

Approved by:

  
Bette Booth, Chair

Submitted by:

  
Charmaine Clair, Stenographer

2012 PARKS BOND BALANCE  
AS OF JUNE 30, 2014

PARK LOCATION	2013 BUDGET	2013 ACTUAL	PO/CONTRACT AMOUNT	STATUS
ADAM ARMILJO	\$10,921.00	\$7,962.24	\$0.00	WORK INCOMPLETE; AWAITING BAR REALLOCATION
COLONIA PRISMA	\$273,025.00	\$10,871.27	\$18,820.43	PROJECT IN BIDDING PHASE
DOS HERMANOS PARK	\$0.00	\$0.00	\$0.00	INHOUSE DESIGN UNDERWAY BY FACILITIES. AWAITING 2nd BOND SALE TO SECURE PO FOR INSTALLATION OR CONSTRUCTION
W. DEVARGAS SAKTEPARK	\$136,513.00	\$0.00	\$0.00	SKATEPARK FEATURES COMPLETE; AWAITING BAR REALLOCATION TO OTHER PROJECTS
FRANKLIN MILES SKATEPARK	\$0.00	\$0.00	\$0.00	DESIGN COMPLETE. AWAITING 2ND BOND SALE TO SECURE PO FOR INSTALLATION OR CONSTRUCTION
FRANKLIN MILES PARK	\$10,047.00	\$0.00	\$0.00	AWAITING 2ND BOND SALE
HERB MARTINEZ PARK	\$32,763.00	\$21,316.50	\$2,380.13	COMPLETED ON JUNE 23RD
JOHN F. GRIEGO	\$111,394.00	\$106,731.71	\$5,902.07	COMPLETE
LOS MILAGROS PARK	\$0.00	\$0.00	\$0.00	INHOUSE DESIGN UNDERWAY BY FACILITIES. AWAITING 2nd BOND SALE TO SECURE PO FOR INSTALLATION OR CONSTRUCTION
PATRICK SMITH PARK	\$160,539.00	\$58,361.52	\$24,214.88	WORK INCOMPLETE; AWAITING BAR REALLOCATION
POWERPLANT PARK	\$144,802.00	\$0.00	\$0.00	COMPLETION SCHEDULED 08/2014
RAGLE PARK	\$611,576.00	\$134,955.70	\$63,089.69	COMPLETION SCHEDULED 08/2014
RANCHO SIRINGO PARK	\$163,815.00	\$146,691.80	\$2,688.99	WRAPPING FINAL PUNCH LIST ITEMS; EST. COMPLETION JULY 15TH
SWAN PARK	\$5,000,000.00	\$1,120,046.01	\$3,128,420.11	PHASE 1 UNDER CONSTRUCTION
ACEQUIA TRAIL	\$151,450.00	\$22,966.80	\$10,297.29	
ARROYO CHAMISO TRAIL PHASE I	\$1,106,450.00	\$22,071.49	\$563,290.00	
ST. FRANCIS CROSSING	\$400,000.00	\$49,803.69	\$343,462.87	
RAIL TRAIL ALL SEGMENTS	\$305,500.00	\$105,009.71	\$10,955.56	
RIVER TRAIL	\$312,000.00	\$82,859.92	\$184,619.63	
<b>CURRENT BOND TOTAL</b>	<b>\$8,930,795.00</b>	<b>\$1,889,648.36</b>	<b>\$4,358,141.65</b>	

## **RAILYARD PARK TREE INVENTORY FOR PRUNING AND REMOVAL**

### **SITE Driveway**

Ash tree with dead branches to be pruned.

### **Performance Green**

3 honey locusts are dying – replace.

### **Picnic Circles in Open Field**

Dead elm in the circle – replace.

### **Open Field and Adjacent Meadow Lower Performance Green**

Small cottonwood dead – replace.

### **Picnic circle near Siberian elm stand**

2 small cottonwoods replaced in 2013 – now dead.

### **Gabion Gardens & Stand of Siberian Elms**

Dead cottonwood by first bridge – remove elms or don't replace.

Dead limbs on elms between 2 bridges across from Whole Foods.

Diseased cottonwood tree w/fungus across from Who's Donuts.

Bus stop near Whole Foods – dead oak tree – replace.

### **Suerte**

2 dying Austrian Pine trees.

Remove big elm tree that's stunting growth of trees around it.

2 dead ash trees – replace.

### **Rose Garden and Guadalupe**

Austrian pines dead at top.

2 dead ash trees near Guadalupe.

### **Rail Gardens**

2 crabapple trees died and cut down – replace.

2 crabapple trees – one dead and one dying.

### **Arroyo**

Accolade elms in group of 3 across from Rail Gardens dead at top – need pruning.

### **Near Children's Park and Circle**

2 aspen trees turning yellow and dying.

Dead limbs on elm trees in circle.