City of Santa Fe

Agenda

CITY CLERK'S OFFICE
DATE 2/12/15 TIME 2:11pm
RECEIVED BY Jessie Esparza
RECEIVED BY Alicia Martinez

Parks and Open Spaces Advisory Commission
The Barn at Frenchy's Field – Osage and Agua Fria Streets
Tuesday February 17, 2015 3: 00 – 5:00

1. Call to Order

2. Roll Call

3. Approval of the Agenda

4. Review and Approval of the Minutes: December 16, 2014 and January 20, 2015

5. Citizen Communication from the Floor

6. Reports from Commissioners

7. Reports from Committees: Tree Board Recommendations for Memorials in Parks Resolution

8. Old Business
   a. Parks Department Update: Activities, programming, funding, information about anything related to parks going to the governing body committees or Council, information about any parks, Ragle, ENN, MRC RFP, Community Garden Procedures and Guidelines and Next Steps,
   b. Parks and Trails Bond Implementation Report: Request to City Manager (Oralynn Guerrerortiz), Staff Report: Answers to the questions proposed and excel spreadsheet summary.
   c. Strategic Planning: Report on the meeting with the Mayor. Development of the resolutions for the Master Plan and converting POSAC to PRAC. People in Parks Fun Night
   d. 2008 Parks and Trails Bond Audit
   e. Memorials in Parks Resolution

9. New Business
   a. POSAC Membership: Melissa McDonald Resignation, Proposal of Rachel Wexler as new member

10. Items for the March 17th Agenda

11. Confirm date, time and location for the next meeting

12. Adjournment

Persons with disabilities in need of accommodations should contact the City Clerk 955-6522 five (5) working days before the meeting date.

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CITY OF SANTA FE
PARKS AND OPEN SPACE ADVISORY COMMISSION

February 17, 2015

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12. ADJOURN	Adjourned at 4:34 p.m.	

MEETING MINUTES
FOR THE
PARKS AND OPEN SPACE ADVISORY COMMISSION

Tuesday, February 17, 2015

1. CALL TO ORDER

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

2. ROLL CALL

Roll call indicated quorum as follows:

Members Present
Oralynn Guerrerortiz, Vice Chair (arrived later)
Daniel Coriz
Anna Hansen
James Stodgel
Sandra Taylor
Patrick Torres

(One vacancy- Melissa McDonald)

Members Absent
Bette Booth, Chair (excused)
Joe Lehm

Staff Present
Chris Ortiz, Parks Superintendant
Jennifer Romero, MRC/Golf Course Manager
Rob Carter, Parks and Recreation Director

Others Present
Rachel Wexler- New Mexico Department of Health, proposed member
Mary Schruben, Rancho Siringo Neighborhood Association
Charmaine Clair, Stenographer

3. APPROVAL OF AGENDA

Ms. Taylor moved to approve the agenda as published. Ms. Hansen seconded the motion which passed by unanimous voice vote.

4. APPROVAL OF MINUTES- December 16, 2014 and January 20, 2015

December 16, 2014

Ms. Taylor moved to approve the minutes of December, 2014 as presented. Mr. Stodgel seconded the motion which passed by unanimous voice vote.

January 20, 2015

Mr. Stodgel moved to approve the minutes of January 2015, as presented. Ms. Taylor seconded the motion which passed by unanimous voice vote.

5. CITIZEN COMMUNICATION FROM THE FLOOR

Ms. Schruben asked about the Ag' Fest at the Convention Center.

Mr. Torres explained the festival is put on by the agriculture commodity groups for legislators.

6. REPORTS FROM COMMISSIONERS

Mr. Coriz brought up some of the track issues:

- Parks delivered dirt to the Alto pump track. Mr. Coriz would like if possible, to get clean top soil and a water source. He said coordinating volunteers is difficult; they have to depend on the weather because moisture is needed to do the work. Mr. Carter offered to check with staff.
- There are two ledges being rebuilt at Franklin Miles Skate Park and are different on the original plans. At some point, the ledges evolved into two of the same ledges.
- Mr. Coriz asked why money is spent on a concrete outline when skaters are fighting to get more slab space. Concrete is being put down, but a curb does not make sense and eliminates run off for bikes and skateboarders. There are also two areas of poor design.
- They are waiting on items on hold for the motocross track and for the dates for the building of the tot track. The Department of Game and Fish gave money for a tot track and ATV track since they are not allowed on the course.
- Regular maintenance is an on-going process and the Parks crew has jumped in.
- Mr. Coriz asked also to get the date for installation of the water pumps at the dirt jump sites.

Mr. Carter confirmed that the items mentioned would be given to Mr. Thompson to follow up and get back with Mr. Coriz and the Commission. Mr. Coriz said he has also sent an email to Mr. Thompson.

Mr. Torres provided information on the Municipal Tree Board (MTB):

- Katherine O'Brien is a new member. She has a lot of experience in the landscape industry and was formerly with Santa Fe Greenhouses. She now works with a consulting company in town and is a certified arborist as well.
- The MTB planned to propose Tim Michaels' name as a Board member, but Mr. Michaels has sent a note to decline. The position will need to be reopened and announced.

  Ms. Guerrerortiz entered the meeting at this time.

- Several MTB members attended the Think Trees Conference where there was a presentation on the Emerald Ash Borer (EAB) in Colorado. The members discussed their concern about the pest moving into New Mexico is less now, because their impression from the presentation was that the EAB is moving slower than thought. The hope is that will buy time the city time to take preventive measures.

Ms. Hansen said Mr. Torres had mentioned Flickers as the natural predator. She asked if there is a way to import or attract flickers at a higher percentage into the state.

Mr. Torres said he is not sure how that can be done, but that could be researched as to how to attract Flickers to the areas with ash trees.

Ms. Hansen said she would like solutions that are not chemically driven. She noted that Gregory Lopez, Ashbaugh and Mclovia parks have ash trees.

Mr. Torres said in addition to attracting natural predators, the city should stop the importation of ash firewood into New Mexico. He said if trees are being killed by the EAB in Colorado and surrounding states, New Mexico does not want to bring their firewood in.

7. REPORTS FROM COMMITTEES

- Tree Board Recommendations for Memorials

Mr. Torres said a few months ago the Memorial Recommendations were brought to POSAC for approval. He said the MTB was asked to condense the document and reduce the detail so each change to the document would not have to go before City Council for approval.

He explained that the first page, front and back is the Resolution and the second sheet is the *Exhibit A* containing the guidelines for the memorials. (EXHIBIT 1) He said the Board reviewed the document and everyone was comfortable, but felt three additional items should be included. The three items included are 2.3, 2.4 and 2.5 having to do with the replacement to memorials, management practices and an inventory of the memorials to be kept by the Parks Division.

Mr. Torres said the Board is comfortable moving the document forward to POSAC for approval, but he is not sure if the Commission should vote on the new language today.

Mr. Carter said POSAC could make a recommendation. He suggested they proceed with a vote and then give the document to POSAC to put together.

Ms. Hansen thanked the Tree Board for their work on the recommendations. She said the recommendations were great and she knew they took a lot of time and work.

Ms. Hansen moved to approve that the Memorial Draft Recommendations moving forward to the Governing Body for approval. Ms. Guerrerortiz seconded the motion.

Ms. Romero asked to clarify item #2.3: *the replacement of city memorials*. She asked to confirm that the city would have to find the funding to replace the item(s).

Mr. Torres read item 2.3 regarding the Parks Division replacing, to the best of their ability and in a timely manner, any city memorial that succumbs to natural or manmade pressures. He explained that "in a timely manner" was used because replacement may not be immediate due to weather or funds. He said there is the hope that a fund could be developed for people to make donations to help with replacement.

Mr. Carter said that reasoning is sound. He suggested POSAC might want to discuss a donation catalogue eventually for people to pick an item by value. He said the Board's work was outstanding.

The motion to accept the amendments to Exhibit A was passed by unanimous voice vote.

8. OLD BUSINESS

a. Parks Department Update

Mr. Ortiz said the Parks Department has a new structure. There would be silos such as a trash crew, a sanitation crew, a tree trimming crew, etc. He added that the hiring of seasonal temporary workers is in progress and crews are trimming the trees and shrubs before they bud.

Mr. Carter said the idea of splitting the Department into three sections is being discussed as a better way to handle some situations. One section will work on all of the parks and ball fields; another section will handle operations: irrigation, electrical, playgrounds, etc. A third section would work with the Railyard and downtown areas, including city buildings. He explained that specific crews could handle areas in a faster manner. He said he will keep the Commission apprised.

Ms. Hansen said on the irrigation; the February issue of Green Fire Times has a topic on acequias in New Mexico. She said all of Santa Fe's acequias are considered dead and is unfortunate, because Santa Fe has had acequias bringing water down for the last 400 years.

She said some parks, Ashbaugh and Mclovia, are on Acequias and there should be a way to use them to water the fruit trees and community gardens. She asked that the Department think about that as a way to keep the cultural heritage issues alive in the community.

The members discussed the acequias.

Ms. Guerrerortiz asked if anything was going to City Council in the next month.

Mr. Carter said there was not, but there will have to be a public hearing about moving money for the skate facilities to Genoveva Chavez Community Center (GCC). He said even though the community voted for the money, there was a lot of the discussion was about letting the public know about moving the money. The hearing will probably be the first City Council meeting in March.

Ms. Guerrerortiz provided the details of the $500k (thousand) for Mr. Carter and explained the money was put into Ragle, DeVargas and Franklin Miles Parks as placeholders. She said the intent was never to spend the money in those locations. She said POSAC recommended moving the money to GCC and supports the idea. She offered her help should City Council need more information.

Ms. Romero said the MRC (Municipal Recreation Sports Complex) will have a kickoff in April of "foot golf"; a combination of golf and soccer. Two days would be designated to allow people to try the sport and there will be a day designated on the driving range with the intent to convert people to golf. Foot golf will be offered on the Great 28 course to generate new revenue and bring the soccer community in. The sport will not interfere with the turf or require additional maintenance. She noted that Santa Ana is the only other place nearby that offers the sport and it is popular there.

Mr. Carter said in regard to adding the recreation portion to Parks; an event is planned for March 15 at GCC to celebrate their 15 year anniversary. He invited the Commission to attend.

Mr. Stodgel asked who would take the lead on community gardens since Ms. McDonald had been the lead.

Ms. Hansen said there would not be a gap; both Ms. Booth and Ms. Esparza worked on the community gardens effort and have a lot of information. Mr. Ortiz provided Ms. Esparza's contact information and suggested Mr. Stodgel contact her.

Ms. Hansen said she saw that the city is giving out manure at Mclovia and wanted to thank them.

b. Parks and Trails Bond Implementation Report: Request to City Manager (Oralynn Guerrerortiz), Staff Report: Answers to the questions proposed and excel spreadsheet summary.

Ms. Guerrerortiz said she would report what was passed on to her by Ms. Booth since she was unable to be present. She said Councilors Trujillo and Dominguez have asked POSAC to work with staff to prepare a report on the 2012 Bond for the Finance and Public Works Committees to consider. The report is to be done in the early part of this year. Mr. Carter confirmed that Mr. Thompson would help to author the report to the Councilors and Mr. Pino is involved as well.

Ms. Guerrerortiz explained that Ms. Booth to that effort, had asked specific questions about the 2012 Bond. She submitted information into record regarding the questions that were laid out to staff and the correspondence back and forth. (EXHIBIT 2)

Ms. Romero explained that the spreadsheet (EXHIBIT 3) has three stapled pages; the first page has questions and answers and the bond amount; only for this year. The second and third pages are the second bond sale with those questions and answers. She explained how to read the break down and funding for this fiscal year and noted the report date of February 16, 2015.

Ms. Guerrerortiz asked about the acronym WIP and was told that is *work in progress*. Mr. Carter explained that parks with WIPD still have design money and additional design work would be done.

Ms. Guerrerortiz said the report is helpful and clear. She said she appreciated the level of detail and how the report is presented.

Mr. Carter said he has asked that staff continue that level of detail and his plan is to include handouts so everyone can see the information. He said if there are questions, they should not hesitate to email him, Mr. Thompson or Ms. Romero.

c. Strategic Planning: Report on the Meeting with the Mayor. Development of the Resolutions for the Master Plan and Converting POSAC to PRAC. People in Parks Fun Night.

Ms. Guerrerortiz said she, Mr. Stodgel and Ms. McDonald met with the City Manager, the Mayor and Mr. Carter to discuss the big picture items in parks. The primary focus was on 10 items. (EXHIBIT 4) The Mayor supports moving forward with the update of the master plan. They discussed how to pass

the plan through City Council as a resolution and fund the ideas. Ms. Guerrerortiz asked Mr. Carter the status.

Mr. Carter said he had asked the City Manager how he wanted to proceed and was told he wants POSAC to recommend doing a resolution for a master plan.

Ms. Guerrerortiz asked that the topic be on the next POSAC agenda . She said the Mayor talked about repurposing parks; looking at the current use of parks; if a park is needed; and the best way to use their resources. She said a master plan will be $50k-$75k to hire someone to do the plan.

Mr. Carter said he recommended a town hall meeting and surveys to get the public involved.

Ms. Guerrerortiz said number two on the list and important to the Mayor, is an urban agriculture policy for the parks and open spaces. She said she understands Ms. McDonald is working on that and Ms. Booth is involved. Ms. Hansen added that would be the perfect place for the acequia information.

Mr. Stodgel said a lot of information Ms. Booth has worked on with the community gardens can be used for the urban agriculture policy. He asked to clarify the master plan. He said a master plan can be done for individual parks, but he is confused how one can be done for the whole city as a park.

Mr. Carter explained that within the master plan is a scope of work that gives direction for future development; areas that need to be increased; what there is enough of and where future parks, recreation programs, activities and park offerings should be and how they could be developed. That plan is a model that can be used as the city expands and provides ideas for CIPs and future bonds. The master plan is a benchmark for where the city wants to be in five or ten years.

Ms. Hansen explained to Mr. Carter that the Commission had looked at every park and what could be done to improve them. She said having a master plan would have been great.

Ms. Guerrerortiz said her hope was that the master plan will address that the city needs to plan for future droughts and for sustainability in the parks. She said that should be a focus as a mindset and as a community.

Ms. Guerrerortiz said the Mayor and some of the City Councilors support repurposing POSAC and a resolution for POSAC to become PRAC. She said the resolution will presumably move forward. Mr. Carter added that he talked with Ms. Booth and it was decided to call them PARC (Parks and Recreation Advisory Commission). He said they will work on the change next week.

Ms. Guerrerortiz said there were other issues discussed, but all have been discussed by the Commission previously. She said feedback was clearly received that the Mayor does care about what happens in the parks and recognizes the usefulness and active nature of POSAC and he will continue to use them.

Ms. Guerrerortiz said the Mayor feels that parks can be used more and would like to have three to four family fun nights a year: movies in the parks; parties; food trucks; Easter egg hunts, etc. She said he wants to resurrect activities that get families back into the parks and uses parks more and recognizes the wonderful resource. She said the Mayor would like the Parks and Recreation Department to find funding for those types of events.

Mr. Carter said he thinks they can hold events like sack races and family games and movies, etc., in the regional parks. He hopes to introduce a new staff person that will be in charge of marketing and special events and work with the Department to grow donations and funding for the events. He said the Mayor feels the focus has been a lot on tourism and wants to concentrate on getting people back into the parks.

Ms. Hansen said Albuquerque has a National Night Out event that has huge participation. She said Santa Fe parks are compromised and have issues around gangs. She said something like a Night Out event would take the parks back to the people.

Mr. Carter said the Mayor also wants to do something for New Year's Eve. He said they discussed a non alcohol event at the Plaza with entertainment where everyone comes together.

Mr. Stodgel said there is a surplus of Christmas trees after Christmas and it would be great to have a bonfire city event for people to attend.

Mr. Ortiz said Parks and the nurseries work together to mulch the trees on site and gives mulch free to gardeners and the Parks Department.

Mr. Coriz said there are other events that volunteers and local kids have put together; the Santa Fe Trail Jam was started 11 years ago and the city started helping with the work or the event four years ago. He said the city could help with the events already taking place: the Bike Jam; Skate Park Jam; the Rail Jam. He said the kids are doing those and are searching for sponsors. He offered to send an email to Mr. Carter with that information.

d. 2008 Parks and Trails Bond Audit

Ms. Hansen said she spoke with Councilor Dominguez. The Councilor plans to ask for a report from the audit team at Finance, because there appears to be holes in the report. Mr. Carter added that he thought the audit is not done.

e. Memorials in Parks Resolution- Previously discussed.

9. NEW BUSINESS

a. POSAC Membership: Melissa McDonald Resignation
Proposal of Rachel Wexler as new member

Mr. Torres said a letter of resignation was received from Ms. McDonald. He read the letter to the members. (Exhibit 5)

Ms. Taylor said Ms. McDonald was an excellent member of POSAC and very knowledgeable. She said she will be missed.

Mr. Carter offered to coordinate with Ms. Booth about sending Ms. McDonald a letter of appreciation.

Mr. Torres said Rachel Wexler has been proposed as a replacement. He said Ms. Wexler has worked at GCC a number of years and at the Santa Fe Water Division and is now with the New Mexico Department of Health (NMDOH). He noted that her resume was sent to members via email.

Ms. Wexler said her background is suited for the Commission. She has knowledge of recreation in the city and an understanding of water conservation. She said the idea of health in all policies is a cutting edge policy now and something that the NMDOH is involved in. She said in some cases it is obvious how the policies around parks and recreation might affect the health of communities and her desire is to bring that knowledge.

Mr. Torres said Ms. McDonald's passion was water conservation and Ms. Wexler's knowledge will be helpful.

Ms. Hansen moved to approve POSAC's recommendation of Ms. Wexler to the Governing Body to replace the vacancy in the Commission left by Ms. McDonald. Ms. Taylor seconded the motion and the motion passed by unanimous voice vote.

Mr. Torres thanked Ms. Wexler for attending.

10. ITEMS FOR THE MARCH AGENDA

The Commissioners discussed the next agenda and decided on the following items for topics:

- The request for a resolution for the new Parks master plan.
- The bond report will remain to allow members' the opportunity for questions or comments.
- Mr. Carter said he has discussed field trips for members with Ms. Booth to see some of the parks and recreation facilities and a possible change in the meeting site.
- The Parks Update and the 2008 Audit will remain on the agenda.
- Discussion on how to develop an urban agriculture policy and policy questions and answers regarding that.

Ms. Guerrerortiz said any additional suggestions can be sent via email.

Ms. Taylor said she would like a list of the land that could be disposed of or sold. Ms. Guerrerortiz explained that will be part of the repurposing of parks and will be looked at with the master plan.

Mr. Carter said he may have his staff do presentations to POSAC on their areas of responsibility and he will ask certain staff members to attend POSAC meetings.

Ms. Taylor said she wants to hear from the silo commanders.

Mr. Carter said Mr. Ortiz and his crew were highly commended by the Mayor at the Mayor's meeting for their work downtown, especially around the Plaza. The Mayor commended Mr. Ortiz and his staff on how well they worked with the community and helped to ensure things were taken care of.

Mr. Carter asked that Mr. Ortiz pass the acknowledgment on to his crew. He said he appreciated the acknowledgment and it was nice that the Mayor gave staff a pat on the back.

11. DATE AND TIME FOR NEXT MEETING: March 17, 2015

12. ADJOURN

Having no further business to discuss, the meeting adjourned at 4:34 p.m.

Approved by:

Patrick Torres, Acting Chair

Submitted by:

Charmaine Clair, Stenographer

Exhibit 1
POSAC
February 17, 2015

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2014-___

INTRODUCED BY:

A RESOLUTION

ADOPTING GUIDELINES AND REGULATIONS FOR THE ACCEPTANCE OF MEMORIAL DONATIONS FOR PLACEMENT IN CITY-OWNED PARKS, OPEN SPACES AND TRAILS.

WHEREAS, gifts, memorials, and dedications have augmented Santa Fe parks, open spaces and trails for many years and historically the Parks, Trails and Watershed Division has accepted such donations; and

WHEREAS, the City currently has in place policies that outline the criteria and conditions for the naming of parks and City facilities, accepting donations of real property and locating art objects in public spaces; and

WHEREAS, such policies do not apply specifically to memorial donations in the City's parks, trails, and open spaces; and

WHEREAS, the City currently does not have established guidelines that regulate receiving and placing donated memorials in City-owned parks, open spaces and on trails; and

WHEREAS, there is a need for guidelines for site-appropriate amenities that don't detract from the visual aesthetics of the surrounding natural environment or place an undue burden on the City; and

WHEREAS, the Governing Body desires to establish guidelines for the consistent decision-making process related to the acceptance, placement and long-term maintenance of public requests for memorial donations in city-owned parks, open spaces and trails.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE THAT the Governing Body hereby adopts the ***Parks, Trails and Watershed Division Memorial Donations Guidelines and Regulations***, attached hereto as Exhibit "A". Such guidelines and regulations shall be used by City staff when accepting memorial donations for placement in City-owned parks, open spaces and trails

PASSED, APPROVED, and ADOPTED this ___ day of _____, 2014.

_____

JAVIER GONZALES, MAYOR

ATTEST:

_____

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

_____

KELLEY A. BRENNAN, INTERIM CITY ATTORNEY

M/Melissa/Resolutions/Park Memorials

RESOLUTION NO. 2014-___

EXHIBIT A:

City of Santa Fe Guidelines and Regulations, for:
Memorial Dedications and/or Donations to be placed in City Parks and Public Spaces

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PART 1: TYPES OF MEMORIALS

1.1 Memorial donations can include: 1) Landscape Donations: Trees and shrubs, 2) Park Benches, and 3) Memorial plaques.

1.2 Other Types of Memorials: Other types of memorials may be considered on a case-by-case basis by the Parks Division in consultation with the Parks and Open Spaces Advisory Commission and City staff.

a. A proposed donation of a fixed asset shall be coordinated with other appropriate City Departments as determined by the City Manager. Careful consideration will be given to any plans for future development, as found in the Parks Master Plan, Traffic, Drainage, or Development Plants, or any such planning document.

b. Depending on the scope of the memorial, the project may need to be authorized by the City Council, after presentation to the appropriate Council Committee(s), based on Inter-Departmental Review, Archeological and Historic Review, and Environmental Assessment. Other investigations and/or coordination may be required, as determined by the City Manager, under counsel of City Attorney and the Director of Public Works.

1.3 Memorials cannot have a commercial appearance or corporate label. Upright monuments or monuments resembling those typically found in cemeteries may not be installed at any City park facility. Exceptions to this policy are monuments installed by the City commemorating the history and/or dedication of a park facility.

1.4 All donated items become City property at time of purchase.

PART 2: MEMORIAL DONATION PROCESS:

The following describes the steps necessary for application and approval of a memorial donation.

2.1.1 Initial Contact

a. All inquiries should be addressed to the Office of the Director, Department of Parks and Recreation (here after called the "Director").
b. The Director shall designate and coordinate a Staff Representative to meet with those parties requesting permission to have a memorial dedication and/or donation (here after called the "Donation") placed in a City Park, or City owned and controlled Public Space.
c. The Director or Designee shall schedule a site visit to discuss the proposed donation, the site limitations and the Guidelines and Regulations in a timely manner, but in no case later than one month after initial contact.

2.2 Determination

a. The Director shall make a initial determination based on the above scope of work, such that landscape element and installation may be authorized by the Director and approved for donation and installation. Landscape elements should reflect thoughtful

consideration of a plant's suitability or adaptability, with respect to temperature ranges, humidity and available soil moisture to provide for the plant's vigor and vitality.

b. All determinations will be presented to the Parks and Open Space Advisory Commission for their review and advice.

2.3 The City Parks Division will, to the best of their ability, replace any memorials that may succumb to natural or man-made pressures in a timely manner.

2.4 Memorials will be managed by A-300 ANSI standards and best management practices to be reviewed and modified as needed by qualified entities to be determined by the Parks Division and the Municipal Tree Board or other qualified bodies.

2.5 Inventory and details of such donations will become part of the permanent inventory of the Parks Division.

2.6 Appeal Process

a. The Parks Director's Determination can be appealed to the City Manager, whose Determination may be appealed to City Council. Such appeal would be filed with the City Clerk, for placement on the City Council Agenda.

PART 3: INFORMATION

3.1 Information regarding the City of Santa Fe Parks Memorial Program is available from the Parks Division located at 1142 Siler Rd. Bldg C., Santa Fe, NM 87504 (955-2106) during business hours or from the City's website at www.santafenm.gov. Copies of these policies and other related information will be provided by the Division at a price determined by the City.

PART 4. AMENDMENTS TO THESE GUIDELINES AND REGULATIONS

Amendments to these policies may be approved by the City Manager upon recommendation of the Parks Division, in coordination with the Parks and Open Spaces Advisory Commission.

Exhibit 2
POSAC
February 17, 2015

PECIFIC QUESTIONS FROM POSAC

					PM	Comments and Questions:	Answers and Comments:	FY 14/15 Bond Amount	Bond Implementation Plan Improvement Description
					1ST BOND SALE (Page 1)				
				lam Armijo	Martin Gabaldon		Completed ADA accessible sidewalk to community garden.	$11,565	Community Garden
				hn Griego	Frank Archuleta	Is this project now closed or will maintenance or other expenses continue to be charged as with the 2008 Bond?	We have not established close-out procedures. For all intents and purposes the Bond Implementation Plan has been completed.	$111,394	Resurface Basketball Courts, irrigation upgrade to existing system, ADA Playground update
				e Vargas West	Bryan Drypolcher		Recent completed expenditures for removing crusher fines and installing brick pavers around skate area.	$136,513	Lighting Upgrade, Finish skate feature
			2	'atrick Smith	Martin Gabaldon	What is the status of this project in view of the need for Archeological Review?	PSA for Archeologic Review has been signed. Project will proceed as described in Bond Implementation Plan	$98,498	ADA Parking Ramp, Irrigation System upgrade
			2	Water History	LeAnn S. Valdez	What is the status of the project? What exactly is being done? Were the funds repaid to the Water Fund?	90% Design Drawings were sent to Structural Engineer for review. Contract Bidding to be advertised by March 15th.	$279,802	Complete build renovation and interpretive Master Plan and reimbursement to the Water Fund for a design charrette.
			3	Colonia Prisma	Mary MacDonald		Expected completion 3/15.	$262,154	Build new park
			4	Herb Martinez	Frank Archuleta	Is this project now closed or will maintenance or other expenses continue to be charged as with the 2008 Bond?	Completed approx. May 2014	$8,668	New basketball hoops, resurface court, new fence
			4	Rancho Siringo	Jason Kluck	Is this project now closed or will maintenance or other expenses continue to be charged as with the 2008 Bond?	Renovation Completed. No programmed expenditures.	$16,649	Complete renovation
			4	Dancing Ground Phase II (Nava Ade South)	Mary MacDonald		RFP out for Design	$54,605	Design: Master Plan/Construction
				Franklin Miles	Jason Kluck			$10,047	Skate park renovation
				Ragle Park	Frank Archuleta / Martin Gabaldon	In view of the increased expenditures of the basketball court (from the proposed $75,000.00 to more than $250,000.00), we would like a detailed financial statement and explanation about this project.	We will work up a detailed financial statement for your review, upon your return.	$383,255	Skate park feature, basketball courts, and griddle with range hood (95% complete)
				SWAN Park	Mary MacDonald		Design Phase I	$3,332,256	Build Phase I
							Phase I Complete, Spring 2015		Entire BOND amount was actually $5,000,000 with $500,000 spent on Ph. I Design and $500,000 on Ph.II Design
							Phase II Design RFB for Design mid March 2015		Design Phase II
				1st Sale			**TOTAL**	**$4,705,406**	

BOND PARKS WITH SPECIFIC QUESTIONS FROM POSAC

DISTRICT		PM	Comments and Questions:	Answers and Comments:	FY 14/15 Bond Amount	Bond Implementation Plan Improvement Description
2ND BOND SALE (PAGE 2)						
1	Cross of the Martyrs	Martin Gabaldon	Proposed Payroll 35%. What exactly will be done at this project?	Site survey. Determination Erosion Control through modest engineering and directed planting	$17,474	Erosion Control Planting
1	Thomas Macione	Martin Gabaldon	Proposed Payroll 32%	We still plan to install a drinking fountain, subject to available funding.	$8,737	Drinking Fountain
3	Arroyo Sonrisa	Martin Gabaldon	Proposed Payroll 31%. What exactly is planned for this project?	Renovation of existing trail (with attention to Accessibility). Renovation of existing rock wall. Introduction of native and adapted plant material.	$19,658	Landscape Upgrade
3	Los Hermanos Rodriguez	Jason Kluck	Proposed Payroll 31%. $7,000.00 to install exercise stops? The sidewalk is already there.	Accessibility Improvements to existing circular path, with accessible pad sites and exercise equipment.	$21,842	Walking Path with exercise stops
3	Los Milagros	Jason Kluck	Proposed Payroll 31%. Los Milagros project is to install new playground equipment in the same spot that the old equipment is in. This usually done by certified playground equipment installers. Why is there a payroll of $20,000.00 for a project that will be implemented by contractors?	Additional play structures in close vicinity to existing playground equipment. Demolition of a portion of existing headwall and extension of same. Moving trees and shrubs from critical zones.	$65,526	Playground equipment
3	Las Acequias IV		Proposed Payroll 31%		$163,815	Large open turf area
4	GCCC Park	Martin Gabaldon	Proposed Payroll 31%. The proposed fence has already been built. What decisions have been made about this project and funding?	YTBD - Payroll is required for Parks and or Locals crews, inhouse planning, design and or administration.	$54,605	Chain link park fence, prairie dog
4	La Resolana	Martin Gabaldon	Proposed Payroll 31%. There is already a bridge across the arroyo into La Resolana. What decisions have been made about this project and its funding?	YTBD - Payroll is required for Parks and or Locals crews, inhouse planning, design and or administration.	$98,289	Arroyo stabilization, new pedestrian bridge
4	Monica Lucero	Martin Gabaldon	Proposed Payroll 31%. The proposed large shade structure has already been built. What decisions have been made about this project and its funding?	YTBD - Payroll is required for Parks and or Locals crews, inhouse planning, design and or administration.	$60,066	Large shade structure, improve connectivity to arroyo chamiso, improve turf condition

BOND PARKS WITH SPECIFIC QUESTIONS FROM POSAC

DISTRICT		PM	Comments and Questions:	Answers and Comments:	FY 14/15 Bond Amount	Bond Implementation Plan Improvement Description
	2ND BOND SALE (PAGE 3, CONTD.)					
4	Escondido	Martin Gabaldon	Proposed Payroll 31%. In 2014, there were discussions about cancelling this project. What decisions have been made about this project and its funding?	Drainage flows appear adequate. Volumetric and Topographic Surveys will provide a more accurate assessment. Proposed aesthetic improvements including amenities.	$21,842	Improve existing drainage, park furniture
	Franklin Miles	Jason Kluck		Currently in progress as per approved plans. (Conc. curb, plaza area, seating areas, shade area, skate feature repairs to be complete as warmer weather prevails)	$153,768	Skate park renovation
	Salvador Perez	Jason Kluck	Proposed Payroll 31%	Staff predicts Scope of Work will be adjusted by fund availability.	$514,379	Playground, east parking lot, concession and restroom upgrades, irrigation and grass slope by multi-use field.
	2nd Sale			**TOTAL**	**$1,200,001**	

UPDATED FINANCIALS FOR BOND PARKS PROJECTS			FIRST BOND SALE PARK ESTIMATES					ACTUAL EXPENDITURES TO DATE					Updated 02/16/15		
DISTRICT	PARK	FY 14/15 Bond Amount	Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel/Replace (572500)	Transfer In/Out	FY 14/15 Total First Bond Sale	SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	Remodel/ Replace (572500)	Transfer In/Out	TOTAL Expenditures/ commitments to date 02/16/15	FY 14/15 BALANCE
1	Adam Armijo (423001)	$11,565	$1,612.00		$8,668	$1,285.00		**$11,565**	$7,935.56	$ -	$4,069.57	$1,021.67	$ -	**$13,026.80**	**-$1,461.80**
1	John Griego (423024)	$111,394	$9,200.00		$ 102,194			**$111,394**	$ -	$ -	$107,496.80	$ -	$ -	**$107,496.80**	**$3,897.20**
2	De Vargas West (423013)	$136,513			$ 136,513			**$136,513**	$ 9,020	$ -	$ 9,635	$ -	$ -	**$18,655.82**	**$117,857.18**
2	Patrick Smith (423038)	$98,498	$13,778.00		$ 84,720			**$98,498**	$ 6,645	$ -	$ 846	$ -	$ -	**$7,490.98**	**$91,007.02**
2	Water History (423041)	$279,802			$ 189,802		$90,000.00	**$279,802**	$ -	$ -	$ -	$ -	$ 45,000	**$45,000.00**	**$234,802.00**
														$0.00	
3	Colonia Prisma (423056)	$262,154		$ 18,820	$ 243,334			**$262,154**	$0.00	$ 18,819	$ 234,879	$ -	$ -	**$253,698.07**	**$8,455.93**
														$0.00	
4	Herb Martinez (423023)	$8,668					$8,668	**$8,668**	$1,349.34	$ -	$ -	$ -	$8,668	**$10,017.34**	**-$1,349.34**
4	Rancho Siringo (423059)	$16,649			$1,768		$14,881	**$16,649**	$ 2,193	$ -	$ 44	$ -	$ 14,881	**$17,118.13**	**-$469.13**
4	Dancing Ground Phase II (423061)	$54,605		$54,605				**$54,605**	$ -	$ -	$ -	$ -	$ -	**$0.00**	**$54,605.00**

	FY 14/15 Bond Amount	Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel/Replace (572500)	Transfer In/Out	FY 14/15 Total First Bond Sale	SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	Remodel/ Replace (572500)	Transfer In/Out	TOTAL Expenditures/ commitments to date 02/16/15	FY 14/15 BALANCE
Regional Parks														
Franklin Miles 423018)	$10,047		$10,047				**$10,047**	$ -	$ -	$ -	$ -	$ -	**$0.00**	**$10,047.00**
Ragle Park (423044)	$383,255		$64,542	$318,713			**$383,255**	$ 21,413	$ 1,194	$ 38,203	$ -	$ -	**$60,809.94**	**$322,445.06**

	FY 14/15 Bond Amount	Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel/Replace (572500)	Transfer In/Out	FY 14/15 Total First Bond Sale	SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	Remodel/ Replace (572500)	Transfer In/Out	TOTAL Expenditures/ commitments to date 02/16/15	FY 14/15 BALANCE
SWAN Park														
SWAN Park (423062)	$3,332,256		$206,173	$3,126,083			**$3,332,256**	$ -	$ 206,173	$ 2,825,710	$ -	$ -	**$3,031,882.35**	**$300,373.65**

BOND PARKS WITH AMOUNT, FUND, TYPE, PROJECT AND FUNDING YEAR

Updated 02/16/15

DISTRICT	PARK	FY 14/15 Bond Amount	SECOND BOND SALE PARK ESTIMATES: Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel /Replace (572500)	FY 14/15 Total Second Bond Sale	ACTUAL EXPENDITURES 2014: SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	REM/REP (572500)	TOTAL Expenditures/Commitments to date 02/16/15	FY 14/15 BALANCE
1	Cross of the Marytrs (423011)	$17,474	$6,100		$11,374		**$17,474**	$ -	$ -	$ -	$ -	$ -	**$ 17,474**
1	Thomas Macione (423049)	$8,737	$2,800		$5,937		**$8,737**	$ -	$ -	$ -	$ -	$ -	**$ 8,737**
3	Arroyo Sonrisa (423063)	$19,658	$6,100.00		$13,558.00		**$19,658**	$ -	$ -	$ -	$ -	$ -	**$ 19,658**
3	Los Hermanos Rodriguez (423057)	$21,842	$6,800.00		$ 15,042		**$21,842**	$ -	$ -	$ -	$ -	$ -	**$ 21,842**
3	Los Milagros (423029)	$65,526	$20,313.00		$ 45,213		**$65,526**	$ -	$ -	$ 42,896	$ -	$ 42,896	**$ 22,630**
3	Las Acequias IV (423027)	$163,815	$50,782.00		$ 113,033		**$163,815**	$ -	$ -	$ -	$ -	$ -	**$ 163,815**
4	GCCC Park (527236)	$54,605	$17,000		$37,605		**$54,605**	$ -	$ -	$ -	$ -	$ -	**$ 54,605**
4	La Resolana (423058)	$98,289	$29,000	$5,000	$64,289		**$98,289**	$ -	$ -	$ -	$ -	$ -	**$ 98,289**
5	Monica Lucero (423034)	$60,066	$18,600		$41,466		**$60,066**	$ -	$ -	$ -	$ -	$ -	**$ 60,066**
6	Escondido (423060)	$21,842	$6,750		$15,092		**$21,842**	$ -	$ -	$ -	$ -	$ -	**$ 21,842**

REGIONAL	Regional Parks	FY 14/15 Bond Amount	Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel /Replace (572500)	FY 14/15 Total Second Bond Sale	SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	REM/REP (572500)	TOTAL Expenditures/Commitments to date 02/16/15	FY 14/15 BALANCE
	Franklin Miles (423018)	$153,768	$16,382	$14,525	$122,861		**$153,768**	$ 814	$ -	$ 23,959	$ -	$ 24,773	**$ 128,995**
	Salvador Perez (423046)	$514,379	$159,457		$354,922		**$514,379**	$ -	$ -	$ -	$ -	$ -	**$ 514,379**

Oralynn Guerrerortiz

From: Bette Booth <ebooth13@comcast.net>
Sent: Tuesday, February 10, 2015 5:55 AM
To: Guerrerortiz, Oralynn
Subject: Fwd: Follow-up on the POSAC meeting with the Mayor
Attachments: Request to Ike.docx; 2012 Bond Report Format2.xlsx; 2012 Bond Report POSAC December Meeting.xlsx

So Carmichael asked Brian to follow up on this which is why I cced him. Would you please bring a hard copy of the letter to the meeting to submit as an exhibit to the minutes. Would you please bring a hard copy of this letter to report on the request and submit it as an exhibit to the minutes. I want us to go on record that we have requested this information. I am absolutely baffled why this is so difficult.
I hope you{re doing well? Utila was rainy and warm and relaxing. Now in Guatemala working full steam ahead again with a great group of people. BB

De: "Bette Booth" <ebooth13@comcast.net>
Para: bksnyder@santafenm.gov
CC: "Carmichael" <cadominguez@santafenm.gov>, "Oralynn Guerrerortiz" <oralynn@designenginuity.biz>
Enviados: Martes, 10 de Febrero 2015 6:51:02
Asunto: Fwd: Follow-up on the POSAC meeting with the Mayor

Dear Brian, The 2012 Bond Implementation Report will once again be on the POSAC February Agenda. Could you please let me know your response to this request so that we can report it at the February meeting.

Thanks so much, Bette

De: "Bette Booth" <ebooth13@comcast.net>
Para: bksnyder@santafenm.gov
CC: "Carmichael" <cadominguez@santafenm.gov>, "Ron Trujillo" <rstrujillo@santafenm.gov>, "Melissa McDonald" <mel@permadesign.com>, "Oralynn Guerrerortiz" <oralynn@designenginuity.biz>, "RICHARD C. THOMPSON" <rcthompson@ci.santa-fe.nm.us>, "Ike Pino" <ijpino@ci.santa-fe.nm.us>, "ROBERT P. CARTER" <rpcarter@ci.santa-fe.nm.us>, "MAYOR JAVIER M. GONZALES" <jmgonzales@santafenm.gov>, lakerr@ci.santa-fe.nm.us
Enviados: Viernes, 30 de Enero 2015 13:36:59
Asunto: Follow-up on the POSAC meeting with the Mayor

Dear Brian,

I understand POSAC representatives had a great meeting with the Mayor. I'm so pleased that you were there as well so that we can follow-up with you. We will be working with staff on the Parks and Recreation Advisory Commission and Parks, Recreation and Open Spaces Master Plan resolutions and the urban ag policy for parks and open spaces.

I'd like to ask for your help on reporting on the 2012 Bond which the Mayor also supported.

POSAC has been asking for a report on the 2012 Bond for more than a year. In December 2014, Councilors Trujillo and Dominguez asked POSAC to work with staff to develop a report on the 2012 Bond - what has been spent on what and what is proposed to be spent on what and when. We put together a short list of questions and developed a simple spreadsheet to make it easy for staff to fill it out. Unfortunately, none of those questions or the spreadsheet were provided at the January POSAC meeting. Ike has now responded that the Parks staff will need to make the report. However, 1) Parks staff are new and weren't here when the Bond were implemented. and 2) the Facilities staff that have that information don't work for Parks, they work for Public Works. The Facilities staff implemented most of the 2012 Bond projects that have been completed and will be implementing most of the remaining projects.

We would like to ask your support to:

1) Have the appropriate Facilities staff respond to the POSAC questions in writing and fill in the spreadsheet so that we can then share it with the Finance and Public Works Committees as they have requested. Attached is the request to Ike with the short list of simple questions, the suggested format for the report which makes it easy for staff to fill out and the 2012 Bond Report we were given in December that is referred to in the questions.

2) Have appropriate Facilities staff attend the monthly POSAC meetings to report on the Bond projects they are managing.

Thanks so much for you assistance.

Warm regards as always,

Bette Booth
POSAC ChalR

From: "ISAAC J. PINO" <ijpino@ci.santa-fe.nm.us>
To: "Bette Booth" <ebooth13@comcast.net>
Sent: Wednesday, January 28, 2015 12:27:33 PM
Subject: RE: 2012 Bond Report

Bette,

My apologies for not responding sooner. Parks staff has information on the 2012 bond for each project in the first portion of the bond sale and the second portion. Richard also has responses to questions around the 2012 bond. Rob Carter, the Parks and Recreation Director is working with Richard Thompson to see that you get the information you need.

Bette, I know you think otherwise, but it is always our intent to be totally transparent on all of our work. Keeping track of the 2008 bond has had its challenges. Along the way, retirement has taken Robert Romero, Fabian Chavez, Ben Gurule, Frank Archuleta, Chip Lillienthal and Jackie Gonzales. Along with them went a wealth of knowledge that we, as successors, can only try to piece together. I believe the 2012 bond reports will be much better since we have almost everybody still here (minus Ben and Frank).

Best wishes going forward with the new leadership in P and R department.

Isaac J. Pino, PE

Director

Community Services Department

Public Works Department

City of Santa Fe

P.O. Box 909

Santa Fe, NM 87504-0909

ph. 505-955-6621

fax 505-955-6627

ijpino@ci.santa-fe.nm.us

From: Bette Booth [mailto:ebooth13@comcast.net]
Sent: Monday, January 26, 2015 1:55 PM
To: PINO, ISAAC J.
Cc: THOMPSON, RICHARD C.; PFEIFER, DAVID J.; McDonald, Melissa; Guerrerortiz, Oralynn; TRUJILLO, RONALD S.; DOMINGUEZ, CARMICHAEL A.; SNYDER, BRIAN K.; GONZALES, JAVIER M.; KERR, LIZA A.
Subject: Re: 2012 Bond Report

Dear Ike,

I understand that only Richard was available at the January POSAC meeting to give a verbal report on some of the questions we posed and there was no summary spreadsheet as requested. Given that this is a request to POSAC from Councilors Trujillo and Dominguez, I would like to formally request that a written report responding to the questions including the summary spreadsheet be presented at the February POSAC meeting.

As you know, POSAC has been requesting a report on the 2012 Bond for more than a year, so we have been more than patient and understanding about staff time and other work responsibilities. We believe that the tax payers have the right to have transparent access to how the Bond monies have been spent in and how the second tranche of funds is proposed to be spent, especially in view of the

2008 Bond Audit. It is unfortunate and troubling that POSAC has had to ask so many times for information that should be routinely provided to the taxpayers.

Sincerely,

Bette Booth

Chair, POSAC

From: "ISAAC J. PINO" <ijpino@ci.santa-fe.nm.us>
To: "Bette Booth" <ebooth13@comcast.net>
Cc: "RICHARD C. THOMPSON" <rcthompson@ci.santa-fe.nm.us>, "DAVID J. PFEIFER" <djpfeifer@ci.santa-fe.nm.us>
Sent: Monday, January 5, 2015 8:47:45 AM
Subject: RE: 2012 Bond Report

Happy New Year Bette,

Staff will work diligently to provide answers to the questions to be made available for the POSAC meeting of the 20th. The meeting that was scheduled for tomorrow at 10:00 will have to be cancelled due to pressing matters that are time sensitive for tomorrow. We will focus our efforts on getting the questions answered.

Ike

From: Bette Booth [mailto:ebooth13@comcast.net]
Sent: Monday, January 05, 2015 8:15 AM
To: PINO, ISAAC J.
Cc: TRUJILLO, RONALD S.; DOMINGUEZ, CARMICHAEL A.; THOMPSON, RICHARD C.; Oralynn Guerrerortiz; Melissa McDonald
Subject: 2012 Bond Report

January 4, 2015

Dear Ike,

As you know, we are two years into the implementation of the 2012 Parks and Trails Bond and have recently sold the second tranche of bonds.

Councilors Dominguez and Trujillo have asked POSAC to work with staff to prepare a report on the 2012 Bond for consideration by the Finance and Public Works Committees in early 2015.

To initiate this process, we would like to ask for a presentation on the 2012 Bond at the January 20th POSAC meeting. To make this as easy as possible for staff, attached is the format we would like to have for the report (2010 Bond Report Format2). It is based on the report provided to POSAC at the December meeting, but has columns in yellow we would like staff to fill in.

In addition we would like staff to be prepared to discuss the following questions:

1. What is the chain of command for the implementation of the Bond? We understand that some projects will be implemented by the Facilities Division and some by the Parks Division?

   - Who is in ultimately responsible for the overall supervision of the 2012 Bond Parks Project implementation and budget expenditures?

   - Which projects are going to be implemented by Facilities and which by Parks? We would like someone from Facilities to provide an update on their portion of the Bond implementation at the monthly POSAC meetings.

   - What are the checks and balances in place to ensure that projects are designed and implemented in the most efficient manner since different departments are implementing projects?

   - How frequently will expenses be reported?

2. What types of expenses will be charged to each of the budget categories: Payroll, WIP Design, WIP Const. and Remodel/Replace?

3. Exactly which staff will be paid out of the Bond – names, titles and roles? We understand that this will include: In-House Design: Jason/ other? Parks Bond Construction Crew: Names? Facility Development Locals: Which ones and for which projects? Project Administration: Who and what administrative functions will she or he perform? Will any other staff be paid out of the Bond?

4. According to Finance staff, one of the reasons they cannot tell who was paid out of the 2008 Bond is because staff did not know how to charge their time to different projects / the time sheets didn't permit them to do that. What training and supervision is going to be conducted to ensure that only the approved staff is charging only the actual hours worked on the Bond to the Bond budget?

5. We understand that the Second Bond numbers in columns P through S are estimates. Will there be more detailed budgets prepared for these projects that more accurately reflect the actual projected costs? Specifically, the projected payroll for the Second Bond Sale raises several questions.

   - The payroll for most of these projects is 30-35% of the total project, which seems high in many cases. For example, the Los Milagros Scope of Work is to install new playground equipment in the same spot that the old equipment is in. This usually done by certified playground equipment installers. Why is there a payroll of $20,000.00 for a project that will be implemented by contractors?

   - Also attached is the financial report provided by staff at the December POSAC meeting (2012 Bond Report Presented to POSAC) that shows "First Bond Sale Park Estimates" and the "Second Bond Sale Park Estimates". The "First Bond Sale Park Estimates" had a payroll of only 4% ($79,420.00 out of a total expenditure of $1,791,500.00). The "Second Bond Sale Park Estimates" has projected payroll costs of 28% (340,084.00 out of $1,200,000.00). Why is there such an increase in payroll between the two Bond sales?

   - Several of the "First Bond Sale Park Estimates" have no payroll at all even though staff has spent time developing and managing contracts – these include the Water History Park, DeVargas, SWAN, Dancing Ground and Colonia Prisma. So some staff involved in implementing the Bond is being paid out of the Bond and others are not? How is that decision made?

6. Several projects are reported as completed. Will these projects now be closed or will maintenance and other expenses continue to be charged to them as they were with the 2008 Bond?

We look forward to working with staff to develop a report that is useful to the governing body

Warm regards as always,

Bette Booth

Chair, POSAC

c.c. Richard Thompson, Parks Director

Councilor Carmichael Dominguez

Councilor Ron Trujillo

Oralynn Guerrerortiz, POSAC Vice-Chair

Melissa McDonald, POSAC

Widen the circle of who is in the room when decisions are being made.

Connect the unconnected.

Amplify the voices of the unheard.

Have fun.

Exhibit 3
POSAC
February 17, 2015

	FINANCIALS FOR BOND PARKS PROJECTS		FIRST BOND SALE PARK ESTIMATES					ACTUAL EXPENDITURES TO DATE					Updated 02/16/15		
DISTRICT	PARK	FY 14/15 Bond Amount	Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel/Replace (572500)	Transfer In/Out	FY 14/15 Total First Bond Sale	SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	Remodel/ Replace (572500)	Transfer In/Out	TOTAL Expenditures/ commitments to date 02/16/15	FY 14/15 BALANCE
1	Adam Armijo (423001)	$11,565	$1,612.00		$8,668	$1,285.00		**$11,565**	$7,935.56	$ -	$4,069.57	$1,021.67	$ -	**$13,026.80**	**-$1,461.80**
1	John Griego (423024)	$111,394	$9,200.00		$ 102,194			**$111,394**	$ -	$ -	$107,496.80	$ -	$ -	**$107,496.80**	**$3,897.20**
2	De Vargas West (423013)	$136,513			$ 136,513			**$136,513**	$ 9,020	$ -	$ 9,635	$ -	$ -	**$18,655.82**	**$117,857.18**
2	Patrick Smith (423038)	$98,498	$13,778.00		$ 84,720			**$98,498**	$ 6,645	$ -	$ 846	$ -	$ -	**$7,490.98**	**$91,007.02**
2	Water History (423041)	$279,802			$ 189,802		$90,000.00	**$279,802**	$ -	$ -	$ -	$ -	$ 45,000	**$45,000.00**	**$234,802.00**
														$0.00	
3	Colonia Prisma (423056)	$262,154		$ 18,820	$ 243,334			**$262,154**	$0.00	$ 18,819	$ 234,879	$ -	$ -	**$253,698.07**	**$8,455.93**
														$0.00	
4	Herb Martinez (423023)	$8,668					$8,668	**$8,668**	$1,349.34	$ -	$ -	$ -	$8,668	**$10,017.34**	**-$1,349.34**
4	Rancho Siringo (423059)	$16,649			$1,768		$14,881	**$16,649**	$ 2,193	$ -	$ 44	$ -	$ 14,881	**$17,118.13**	**-$469.13**
4	Dancing Ground Phase II (423061)	$54,605		$54,605				**$54,605**	$ -	$ -	$ -	$ -	$ -	**$0.00**	**$54,605.00**

Regional Parks	**FY 14/15 Bond Amount**	**Payroll (500110)**	**WIP Design (572960)**	**WIP Const. (572970)**	**Remodel/Replace (572500)**	**Transfer In/Out**	**FY 14/15 Total First Bond Sale**	**SALARIES (500110)**	**WIP DESIGN (572960)**	**WIP CONST (572970)**	**Remodel/ Replace (572500)**	**Transfer In/Out**	**TOTAL Expenditures/ commitments to date 02/16/15**	**FY 14/15 BALANCE**
Franklin Miles 423018)	$10,047		$10,047				**$10,047**	$ -	$ -	$ -	$ -	$ -	**$0.00**	**$10,047.00**
Ragle Park (423044)	$383,255		$64,542	$318,713			**$383,255**	$ 21,413	$ 1,194	$ 38,203	$ -	$ -	**$60,809.94**	**$322,445.06**

SWAN Park	**FY 14/15 Bond Amount**	**Payroll (500110)**	**WIP Design (572960)**	**WIP Const. (572970)**	**Remodel/Replace (572500)**	**Transfer In/Out**	**FY 14/15 Total First Bond Sale**	**SALARIES (500110)**	**WIP DESIGN (572960)**	**WIP CONST (572970)**	**Remodel/ Replace (572500)**	**Transfer In/Out**	**TOTAL Expenditures/ commitments to date 02/16/15**	**FY 14/15 BALANCE**
SWAN Park (423062)	$3,332,256		$206,173	$3,126,083			**$3,332,256**	$ -	$ 206,173	$ 2,825,710	$ -	$ -	**$3,031,882.35**	**$300,373.65**

*Full sized original is available in the Clerks Office.

BOND PARKS WITH AMOUNT, FUND, TYPE, PROJECT AND FUNDING YEAR

Updated 02/16/15

PLANNED	DISTRICT	PARK	FY 14/15 Bond Amount	SECOND BOND SALE PARK ESTIMATES: Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel /Replace (572500)	FY 14/15 Total Second Bond Sale	ACTUAL EXPENDITURES 2014: SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	REM/REP (572500)	TOTAL Expenditures/Commitments to date 02/16/15	FY 14/15 BALANCE
	1	Cross of the Marytrs (423011)	$17,474	$6,100		$11,374		$17,474	$ -	$ -	$ -	$ -	$ -	$ 17,474
	1	Thomas Macione (423049)	$8,737	$2,800		$5,937		$8,737	$ -	$ -	$ -	$ -	$ -	$ 8,737
	3	Arroyo Sonrisa (423063)	$19,658	$6,100.00		$13,558.00		$19,658	$ -	$ -	$ -	$ -	$ -	$ 19,658
	3	Los Hermanos Rodriguez (423057)	$21,842	$6,800.00		$ 15,042		$21,842	$ -	$ -	$ -	$ -	$ -	$ 21,842
	3	Los Milagros (423029)	$65,526	$20,313.00		$ 45,213		$65,526	$ -	$ -	$ 42,896	$ -	$ 42,896	$ 22,630
	3	Las Acequias IV (423027)	$163,815	$50,782.00		$ 113,033		$163,815	$ -	$ -	$ -	$ -	$ -	$ 163,815
	4	GCCC Park (527236)	$54,605	$17,000		$37,605		$54,605	$ -	$ -	$ -	$ -	$ -	$ 54,605
	4	La Resolana (423058)	$98,289	$29,000	$5,000	$64,289		$98,289	$ -	$ -	$ -	$ -	$ -	$ 98,289
	5	Monica Lucero (423034)	$60,066	$18,600		$41,466		$60,066	$ -	$ -	$ -	$ -	$ -	$ 60,066
	6	Escondido (423060)	$21,842	$6,750		$15,092		$21,842	$ -	$ -	$ -	$ -	$ -	$ 21,842

PLANNED	REGIONAL	Regional Parks	FY 14/15 Bond Amount	Payroll (500110)	WIP Design (572960)	WIP Const. (572970)	Remodel /Replace (572500)	FY 14/15 Total Second Bond Sale	SALARIES (500110)	WIP DESIGN (572960)	WIP CONST (572970)	REM/REP (572500)	TOTAL Expenditures/Commitments to date 02/16/15	FY 14/15 BALANCE
		Franklin Miles (423018)	$153,768	$16,382	$14,525	$122,861		$153,768	$ 814	$ -	$ 23,959	$ -	$ 24,773	$ 128,995
		Salvador Perez (423046)	$514,379	$159,457		$354,922		$514,379	$ -	$ -	$ -	$ -	$ -	$ 514,379

*Full-sized original is available in the clerk's office.

BOND PARKS WITH SPECIFIC QUESTIONS FROM POSAC

Updated 02/16/15

IN-PROGRESS	COMPLETED	PLANNED	DISTRICT		PM	Comments and Questions:	Answers and Comments:	FY 14/15 Bond Amount	Bond Implementation Plan Improvement Description
				1ST BOND SALE (Page 1)					
			1	Adam Armijo	Martin Gabaldon		Completed ADA accessible sidewalk to community garden.	$11,565	Community Garden
			1	John Griego	Frank Archuleta	Is this project now closed or will maintenance or other expenses continue to be charged as with the 2008 Bond?	We have not established close-out procedures. For all intents and purposes the Bond Implementation Plan has been completed.	$111,394	Resurface Basketball Courts, irrigation upgrade to existing system, ADA Playground update
			2	De Vargas West	Bryan Drypolcher		Recent completed expenditures for removing crusher fines and installing brick pavers around skate area.	$136,513	Lighting Upgrade, Finish skate feature
			2	Patrick Smith	Martin Gabaldon	What is the status of this project in view of the need for Archeological Review?	PSA for Archeologic Review has been signed. Project will proceed as described in Bond Implementation Plan	$98,498	ADA Parking Ramp, Irrigation System upgrade
			2	Water History	LeAnn S. Valdez	What is the status of the project? What exactly is being done? Were the funds repaid to the Water Fund?	90% Design Drawings were sent to Structural Engineer for review. Contract Bidding to be advertised by March 15th.	$279,802	Complete build renovation and interpretive Master Plan and reimbursement to the Water Fund for a design charrette.
			3	Colonia Prisma	Mary MacDonald		Expected completion 3/15.	$262,154	Build new park
			4	Herb Martinez	Frank Archuleta	Is this project now closed or will maintenance or other expenses continue to be charged as with the 2008 Bond?	Completed approx. May 2014	$8,668	New basketball hoops, resurface court, new fence
			4	Rancho Siringo	Jason Kluck	Is this project now closed or will maintenance or other expenses continue to be charged as with the 2008 Bond?	Renovation Completed. No programmed expenditures.	$16,649	Complete renovation
			4	Dancing Ground Phase II (Nava Ade South)	Mary MacDonald		RFP out for Design	$54,605	Design: Master Plan/Construction
				Franklin Miles	Jason Kluck			$10,047	Skate park renovation
				Ragle Park	Frank Archuleta / Martin Gabaldon	In view of the increased expenditures of the basketball court (from the proposed $75,000.00 to more than $250,000.00), we would like a detailed financial statement and explanation about this project.	We will work up a detailed financial statement for your review, upon your return.	$383,255	Skate park feature, basketball courts, and griddle with range hood (95% complete)

BOND PARKS WITH SPECIFIC QUESTIONS FROM POSAC

Updated 02/16/15

IN-PROGRESS	COMPLETED	PLANNED	DISTRICT		PM	Comments and Questions:	Answers and Comments:	FY 14/15 Bond Amount	Bond Implementation Plan Improvement Description
				SWAN Park	Mary MacDonald		Design Phase I	$3,332,256	Build Phase I
							Phase I Complete, Spring 2015		Entire BOND amount was actually $5,000,000 with $500,000 spent on Ph. I Design and $500,000 on Ph.II Design
							Phase II Design RFB for Design mid March 2015		Design Phase II
				1st Sale			TOTAL	$4,705,406	
				2ND BOND SALE (PAGE 2)					
			1	Cross of the Martyrs	Martin Gabaldon	Proposed Payroll 35%. What exactly will be done at this project?	Site survey. Determination Erosion Control through modest engineering and directed planting	$17,474	Erosion Control Planting
			1	Thomas Macione	Martin Gabaldon	Proposed Payroll 32%	We still plan to install a drinking fountain, subject to available funding.	$8,737	Drinking Fountain
			3	Arroyo Sonrisa	Martin Gabaldon	Proposed Payroll 31%. What exactly is planned for this project?	Renovation of existing trail (with attention to Accessibility). Renovation of existing rock wall. Introduction of native and adapted plant material.	$19,658	Landscape Upgrade
			3	Los Hermanos Rodriguez	Jason Kluck	Proposed Payroll 31%. $7,000.00 to install exercise stops? The sidewalk is already there.	Accessibility Improvements to existing circular path, with accessible pad sites and exercise equipment.	$21,842	Walking Path with exercise stops
			3	Los Milagros	Jason Kluck	Proposed Payroll 31%. Los Milagros project is to install new playground equipment in the same spot that the old equipment is in. This usually done by certified playground equipment installers. Why is there a payroll of $20,000.00 for a project that will be implemented by contractors?	Additional play structures in close vicinity to existing playground equipment. Demolition of a portion of existing headwall and extension of same. Moving trees and shrubs from critical zones.	$65,526	Playground equipment
			3	Las Acequias IV		Proposed Payroll 31%		$163,815	Large open turf area

BOND PARKS WITH SPECIFIC QUESTIONS FROM POSAC

Updated 02/16/15

IN-PROGRESS	COMPLETED	PLANNED	DISTRICT		PM	Comments and Questions:	Answers and Comments:	FY 14/15 Bond Amount	Bond Implementation Plan Improvement Description
			4	GCCC Park	Martin Gabaldon	Proposed Payroll 31%. The proposed fence has already been built. What decisions have been made about this project and funding?	YTBD - Payroll is required for Parks and or Locals crews, inhouse planning, design and or administration.	$54,605	Chain link park fence, prairie dog
			4	La Resolana	Martin Gabaldon	Proposed Payroll 31%. There is already a bridge across the arroyo into La Resolana. What decisions have been made about this project and its funding?	YTBD - Payroll is required for Parks and or Locals crews, inhouse planning, design and or administration.	$98,289	Arroyo stabilization, new pedestrian bridge
			4	Monica Lucero	Martin Gabaldon	Proposed Payroll 31%. The proposed large shade structure has already been built. What decisions have been made about this project and its funding?	YTBD - Payroll is required for Parks and or Locals crews, inhouse planning, design and or administration.	$60,066	Large shade structure, improve connectivity to arroyo chamiso, improve turf condition
				2ND BOND SALE (PAGE 3, CONTD.)					
			4	Escondido	Martin Gabaldon	Proposed Payroll 31%. In 2014, there were discussions about cancelling this project. What decisions have been made about this project and its funding?	Drainage flows appear adequate. Volumetric and Topographic Surveys will provide a more accurate assessment. Proposed aesthetic improvements including amenities.	$21,842	Improve existing drainage, park furniture
				Franklin Miles	Jason Kluck		Currently in progress as per approved plans. (Conc. curb, plaza area, seating areas, shade area, skate feature repairs to be complete as warmer weather prevails)	$153,768	Skate park renovation
				Salvador Perez	Jason Kluck	Proposed Payroll 31%	Staff predicts Scope of Work will be adjusted by fund availability.	$514,379	Playground, east parking lot, concession and restroom upgrades, irrigation and grass slope by multi-use field.
				2nd Sale			**TOTAL**	**$1,200,001**	

Exhibit 4
POSAC
February 17, 2015

TEN BIG PICTURE IDEAS FOR OUR PARKS, OPEN SPACES AND RECREATION PROGRAM IN THE FACE OF CLIMATE CHANGE

Our green infrastructure (parks, open space and trails) and our recreational facilities and programs are a win-win for everyone. They increase physical activity and health. They play an important role in climate mitigation through pollution abatement and cooling and controlling storm water runoff. They reduce crime and create stable neighborhoods with strong community. They increase property values[1]. They can strengthen our economy through outdoor and special events tourism.

In the next fifty years, we expect that Santa Fe weather will be hotter, dryer and more variable and our population will have increased - putting extreme pressure on these vital resources. ***We need to act now to be ready for these changes.*** Following are ten ideas to help prepare, maximize our resources in the short-term and strengthen the cooperation, collaboration and commitment needed to move our parks, open spaces and recreation program into the future.

PREPARE

1. Develop a ***Parks and Recreation Five-Ten Year Master Plan*** integrated with the Climate Task Force vision and recommendations.

2. Develop an ***urban agriculture policy for our parks and open spaces policy*** in coordination with the Climate Change Task Force. Support a menu of alternatives including fee-based at-scale urban agriculture in appropriate open spaces.

MAXIMIZE RESOURCES IN THE SHORT TERM

3. Protect our 45 million dollar investment – ***fully fund Parks maintenance***.

4. Free up funding for this maintenance with an ***improved water rate system and water conservation***.

5. Repurpose some parks and open spaces: ***Sell/trade land that is currently designated as a "park" that will never be developed***.

6. Repurpose some parks and open spaces: Revisit putting ***first responder housing or responder sub-stations in at least five priority "at-risk" parks***.

STRENGTHEN COMMUNICATION, COOPERATION AND COLLABORATION

7. Repurpose POSAC to become the ***Parks and Recreation Advisory Commission***.

8. Create a ***"Friends of Parks"*** program.

9. ***Formalize interagency agreements*** with the Santa Fe Public Schools, County and State including work with the County to build South Meadows Park in the park "desert" between Airport Road and Agua Fria where there and no parks and a 36% under-18 population.

10. Actively seek ***parks and recreation financing*** from sources besides the City – private, government grants, state funding, etc.

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[1] Sherer, Paul M. (2006). "The Benefits of Parks: Why America Needs More City Parks and Open Space", The Trust for Public Lands, San Francisco, California.

EXPLANATION AND NEXT STEPS

PREPARE

1. **Develop and implement a Parks and Recreation Five-Ten Year Master Plan** integrated with the Climate Task Force vision and recommendations. The last Parks Master Plan was developed in 2002; there is no Recreation Master Plan. We need a Master Plan that integrates parks and recreation and ensures that our parks and open spaces are resilient to climate change into the future.

   Next Steps: **60 days:** Obtain funding for a contractor that would lead the process. Develop the RFP. **Six Months:** Select the provider. Develop the plan with ample public participation. **One Year:** Plan vetted, approved by City Council and starting to be implemented.

2. **Develop and implement an urban agriculture policy for our parks and open spaces.** Support a menu of alternatives including fee-based at-scale urban agriculture in appropriate open spaces.

   Next Steps: **60 days**: POSAC/current garden participants/staff complete the *Community Garden Program Assessment and Lessons Learned* and develop a set of recommendations to improve the current program. **6 months:** Staff implements Community Garden Program recommendations. POSAC feeds results into the Santa Fe City and County Advisory Commission on Food Security, Water Conservation Advisory Committee and Climate Change Task force policies and recommendations. (Two members of POSAC are on the Water, Land and Food Security Committee.) **One Year:** New urban agriculture policy including parks and open spaces approved by City Council and in the process of implementation.

MAXIMIZE RESOURCES IN THE SHORT TERM

3. **Protect our 45 million dollar investment – fully fund Parks maintenance:** In the last seven years, we have invested more than 45 million dollars to upgrade existing parks and create new ones on the south side of town. We need to protect our investment by fully funding their on-going maintenance.

4. **Free up funding for this maintenance with an improved water rate system and water conservation.** The Parks Division currently pays the same rates as commercial users – Tier 1 is $6.06 per 1,000 gallons up to 7,000 gallons. After that it jumps to $21.00 per 1,000 gallons. In most parks, Tier 1 is reached within minutes of turning on the irrigation. This costs the City over $1,000,000 annually and de-incentivizes conserving water. The new system would:

   - Create a pilot project for six parks
   - Tie the rate to water conservation: Assess the water needs for each park. Once that amount was exceeded the rate would increase substantially.
   - Over time, reduce turf and improve efficiencies to decrease the amount of water needed in each park.
   - Use the savings from this new rate system for park maintenance.
   - Evaluate results as possible model for all parks.

   Next Steps: **180 days:** Staff/POSAC conducts an analysis of water needs for all of Santa Fe's Parks and selects six for improvements. Develop a proposal for how the system would work. **Four months:** Staff/POSAC pass the proposal through City Council. Incorporate turf and water reduction in the Parks and Open Spaces/Recreation Master Plan. **One Year:** If pilot works propose to be adopted for all parks.

5. **Repurpose Some Parks and Open Spaces: Sell/trade land that is designated as a "park" that will never be developed.**

   Next Steps: **60 days:** Staff/POSAC identify priority areas. **6 months:** POSAC works with staff to develop an Options Proposal.

6. **Repurpose some parks and open spaces: Revisit putting first responder housing or substations in at least five priority, "at risk" parks** (parks with the highest amounts of vandalism), such as parks: SWAN, MRC, Ft. Marcy, Sal Perez, Frank S. Ortiz Dog Park, Larragoite, Prince, Frenchy's Field Parking Lot, Herb Martinez, GCCC, Ragle by the Handball Court.

Besides increasing public safety in the park, the objective of this housing would be as an incentive to attract police recruits. To eliminate problems that have recurred in the past, a formal and transparent process would be established for selecting officers to live in the housing and a time limit for these officers to transition to other housing as other recruits are brought in. The housing would be esthetically complimentary to the neighborhood (not just a trailer). The City could work with Homewise to identify types of appropriate low-cost housing.

Next Steps: **6 months:** Staff/POSAC identify the spaces appropriate for each of these uses. Develop a short concept paper for each to move the process forward.

STRENGTHEN COMMUNICATION, COOPERATION AND COLLABORATION: Ultimately, mitigating for and adapting to climate change "depends on our ability to work together and with discipline on common challenges"[2]

7. **Repurpose POSAC to become the Parks and Recreation Advisory Commission (PRAC)**: Modify Resolution 2007-22 that created POSAC to include advising on recreation to reflect the City reorganization.

   Next Steps: **60 days:** POSAC/staff develop and promote the passage of amendment to Resolution 2007-22. Commission is fully functioning.

8. **Create a "Friends of Park" program** to involve citizens, businesses, corporations, civic organizations and philanthropic tourism in supporting and maintaining our parks and open spaces. Involving neighborhoods and park users increases local ownership and gets people outdoors, connecting with their environment. There are already several informal friends groups who provide service (clean-up, pruning, etc.) to their parks and many more citizens have expressed interest, but there is currently no formal mechanism to help organize and support them. There is yet untapped potential to involve local businesses and civic organizations (Rotary, etc.) and to attract "philanthropic tourism". For example, in Santa Antonio Ben and Jerry employees built a playground as part of their annual meeting/convention.

   Next steps: **6 months:** POSAC/Staff define the program role and process. Develop and pass a resolution establishing the program. Promote and activate the program. **One year:** Program fully functioning

9. **Formalize interagency agreements with the Santa Fe Public Schools, County and State, Departments of Health including working with the County to build South Meadows Park in the park "desert"** between Airport Road and Agua Fria where there and no parks and a 36% under-18 population. There are currently informal agreements between the Parks Division and these entities that need to be reviewed and formalized. For example, the Parks Division is currently maintaining a number of schools sports field and playground areas without a formal MOU. This creates hidden costs for the Division that need to be examined and formalized.

   Next Steps: **Six Months:** Review, define and formalize all agreements with SFPS, County and State.

10. Actively seek ***parks and recreation financing*** from sources besides the City – private, government grants, state funding, etc.

    Next Steps: POSAC/staff identify and successfully seek funding from at least three grants or other sources. This would be on-going annually.

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[2] Debuys, William (2011). A Great Aridness, Climate Change and the Future of the American Southwest, Oxford University Press, New York.

Exhibit 5
POSAC
February 17, 2015

Torres, Patrick

From: Bette Booth <ebooth13@comcast.net>
Sent: Tuesday, February 10, 2015 8:44 PM
To: Torres, Patrick
Cc: ROBERT P. CARTER
Subject: Fwd: Melissa McDonald Letter of Resignation

Pat, will you please read this to the commission. Thanks!

Sent from my iPad

Begin forwarded message:

> **From:** "Melissa McDonald" <mel@sfpermaculture.com>
> **Date:** February 10, 2015 at 9:11:38 PM CST
> **To:** <ebooth13@comcast.net>
> **Subject: Melissa McDonald Letter of Resignation**
>
> Dear Chairperson Booth,
> Please accept my resignation from the Parks & Open Space Commission. I have accepted the positon of the City of Santa Fe's River and Watershed Coordinator, previously filled by Brian Drypolcher.
>
> I am so honored to have served with the dedicated members of this commission. I know that your good work will continue, and
> I look forward to working with you on city initiatives. Thank you again for your commitment to our wonderful city.
>
> Sincerely,
> Melissa
>
> Melissa A. McDonald, RLA
> 505-424-4444 (o)
> 505-920-3312 (m)
> www.sfpermaculture.com
> www.permadesign.com