



Agenda

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PREPARED BY Jessie Esparza

APPROVED BY [Signature]

**Agenda
Parks and Open Space Advisory Committee
Parks and Recreation Office
1142 Siler Road
Wednesday, December 3, 2008
3:00 – 5:00 p.m.**

1. Call to Order
2. Roll Call
3. Review and Approval of the October and November minutes
4. Approval of the Agenda
5. New Business
6. Old Business:
 - BMX / Skate Parks
 - Community Organizations/Parks Memorandum of Understanding
 - Anti-Graffiti Task Force
 - Caretaker Housing in Parks
 - Update on Parks Renovation and Care
7. Public Comments
8. Establish date and time for the next meeting.

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

December 03, 2008

ITEM	ACTION TAKEN	PAGE(S)
1. CALL TO ORDER		1
2. ROLL CALL	Quorum	1
2. REVIEW AND APPROVAL OF MINUTES		
October 15, 2008	Approved	2-3
November 05, 2008	Postponed	4
4. APPROVAL OF AGENDA	Approved	4
5. NEW BUSINESS	None	4
6. OLD BUSINESS:		
• Web Page	Discussion	4
• BMX / Skate Parks	Discussion	12-15
• Community Organizations/Parks MOU	Discussion	7-12
• Anti-Graffiti Task Force	Discussion	4-6
• Caretaker Housing in Parks	Discussion	6-7
• Update on Parks Renovation and Care	Discussion	7
7. PUBLIC COMMENTS	None	15
8. DATE AND TIME FOR NEXT MEETING	January 7, 2008	15
9. ADJOURNMENT	Adjourned at 4:48 pm	15

PARKS AND OPEN SPACE ADVISORY COMMITTEE

Parks Office

1142 Siler Road, Santa Fe, NM 87501

Wednesday, December 3, 2008

3:00 – 5:00 pm

1. Call to Order

A regular meeting of the City of Santa Fe Parks and Open Space Advisory Committee was called to order by Elizabeth Booth, Chair on this date at approximately 3:00 pm at the Parks Division Conference Room, 1142 Siler Road, Santa Fe, New Mexico.

2. Roll Call

Roll call indicated the presence of a forum as follows:

Members Present

Elizabeth Booth, Chair
Daniel Coriz
Valentina Gonzalez
Oralynn Guerrerortiz
Anna Hansen
Sandra Taylor
Patrick Torres
Margaret Veneklasen

Members Absent

Tom Agard

Staff Present

Fabian Chavez, Director of Parks Division, City of Santa Fe
Jesse Esparza, Parks Division, City of Santa Fe

Others Present

Ben Gurule, Parks Community Liaison
Charmaine Clair, Stenographer

3. Approval of the October 15, 2008 minutes

Chair Booth said there were a lot of amendments to the October minutes and everyone should take the time to read them. She suggested only the large mistakes be corrected and the corrections be given to the recorder.

Page 2, last paragraph, first sentence should continue as "is relatively new and began to meet last February".

Page 2, last sentence should read: "His subcommittee has contacted neighborhood associations and neighborhood watch groups to find out the kinds of problems they are dealing with".

Page 3: delete the first sentence: " Maps of the Northwest quadrant were distributed to the members".

Page 3, under item b., paragraph 7, should read "Ms. Guerrerortiz asked if at some time they will show a plan on what is there and protect it for the long term".

Page 3, last paragraph: delete the end of the first sentence: "whether human or animal".

Page 3, last paragraph: "they will try to do the inventory in-house".

Page 4, second sentence should read: "Once they have the linear feet"

Page 4, fourth paragraph should read: "Chair Booth asked about development in the future and asked what "would need to be done to have this declared open space into perpetuity."

Page 4, last line prior to item c. should read: "Chair Booth suggested the BMX groups attend meetings and network with counselors.

Page 4, item D. first sentence omit the words "sent Mr. Agard the information and" for the sentence to read as follows: "Chair Booth asked if people were able to read the articles in the newspaper."

Page 4, paragraph 2, the end of the first sentence should read: "there is a strong need for that."

Page 4, last paragraph, first sentence should read: "Mr. Agard said that there was a shooting at Franklin Miles Park and that was the initiation and it would be a good idea to have some sort of presence in the parks."

Page 5, first sentence: "said the initiative is to put first responders in the parks, not to put affordable housing in the parks." Delete the next to the last sentence (undecipherable.)

Page 5, paragraph 2, last sentence should read: "They did a quick calculation and it would take \$7000-\$15,000 for a pad to set up a home at one of the parks."

Page 5, paragraph 6 first sentence strike the words "is still in generation and".

Page 5, Old Business, b, first paragraph, second sentence strike the words "then you get" so sentence reads: "He said you set up an MOU between the city and a group of people in a neighborhood."

Page 5, second paragraph under item b, second sentence should read:"He will bring a draft MOU to the next meeting with examples on how it will be managed."

Page 5, first sentence last paragraph, should read: "Mr. Chavez said research shows that the more presence in the parks the less crime and graffiti."

Page 6, Patrick Smith Park, last sentence: "They are in negotiations with the architect about trying to fit in everything and have asked *him/her* to re-design some of the components."

Page 6, under Gregory Lopez Park should read: "ADA drawings were signed. The park is getting an irrigation design free."

Approval of the November 05, 2008 minutes

Postponed until next meeting to be approved with the December minutes.

4. Approval of the Agenda

Chair Booth asked to add Web Page under Old Business.

Ms. Hansen moved to approve the agenda as amended. Ms. Venelaksen seconded the motion and it passed by unanimous voice vote.

5. NEW BUSINESS

None

6. OLD BUSINESS

• **Webpage**

Chair Booth provided an overview of the city's webpage which would now have a place for parks with a picture and a description of the park and the history.

Ms. Esparza said the grammatical corrections had been made and Chair Booth should have a copy of the work that she and Mr. Chavez had completed the day before. She said Mr. Chavez planned to take the plan to Mr. Romero.

• **Anti-graffiti Task Force**

Chair Booth said the Chair for the Arts in the Park, art murals etc., had called her and asked that the committee consider only doing Recommendation Two. She said the committee had returned comments that were favorable and others that were not. She said that the Chair for Arts in the Park never got back to her.

She asked how the committee felt about the recommendations.

Ms. Guerrerortiz said she had only been okay with the second part.

Ms. Gonzalez requested that there be no "Orwellian" amendments.

Chair Booth said even on the second recommendation some committee members had been hesitant and hadn't agreed with all of it.

Ms. Guerrerortiz said her impression had been there wasn't a budget and there were concerns about cost.

Chair Booth said she thought it would go way and they had missed their time. She said graffiti was a major problem and she proposed that Matt Martinez and James Lamb, graffiti specialists for the Santa Fe Police Department (SFPD), do a presentation. She said they would talk about the types of graffiti, where it came from, what it meant and how to get rid of it. She said the presentation could be done as a group or a field trip or as the agenda in the January meeting.

Ms. Gonzalez said it was a good idea but thought it would be important to have both sides. She suggested the committee consider getting the other side of the story and invite kids who were graffiti writers and a muralist to get both sides of the story.

Chair Booth said when she visited all of the parks she had been aghast at the amount of graffiti and said there had been a resurgence of tagging in the last six months. She said when she heard about the graffiti task force she thought it would be a great place for synergy until she read the recommendations.

Ms. Veneklasen asked what could be done and Chair Booth said she didn't know however by being informed they could think about the problem and the possible solutions.

Ms. Hansen said caretaker housing in the parks would help with the graffiti.

Ms. Gonzalez said she liked the "hot crew" that offered a choice to a business owner who had been vandalized or had graffiti to either have a buffing crew paint over the graffiti in the wall color or a hot crew, a muralist or a group of artists, to paint a mural on the wall.

Chair Booth said the committee didn't have a lot of pressing issues and she thought it should be looked at as a group.

Ms. Hansen said she would like to have the presentation at the next meeting.

Chair Booth asked the committee if they should discuss the issue or were there others of more importance.

Ms. Guerrerortiz thought it tied into the parks and the committee *should* take an interest.

Ms. Gonzalez said she would be interested.

Ms. Veneklasen said she wouldn't want to spend a lot of time on it however she would like a deeper understanding of it.

Ms. Taylor moved that the January agenda be a presentation by the Santa Fe Police Department Graffiti Squad and that a couple of members from the mural or graffiti program be invited.

Ms. Gonzalez said SFPD would be there to discuss the problem and Warehouse 21 to discuss some solutions.

Ms. Taylor said she wanted to ensure the kids who made the presentation weren't the ones who tagged.

Ms. Gonzalez said it would be herself and the instructor who taught the graffiti skills workshop. She said a simple and easy solution would be to have a legal murals program at night.

Chair Booth suggested they have the police do their hour and a half program and the following meeting the kids give a presentation.

Ms. Taylor said she had been concerned that it could become huge and the kids wouldn't talk.

Ms. Gonzalez said the SFPD had a lot of things they dealt with in town and the youth were dealing with a lot from a different perspective.

Ms. Taylor asked if it would it be reasonable to have a 45 minute presentation followed by a half hour by Ms. Gonzalez with 20 minutes of question-and-answer or dialogue.

Chair Booth said this should be a safe place where a passionate, respectful discussion could take place.

Ms. Gonzalez said it would be to find solutions instead of pointing fingers.

Mr. Gurule said the meeting could be held at Frenchy's where there was a heater.

Ms. Taylor moved that the January meeting be a program with 45 min from SFPD and a half hour from Warehouse 21 personnel and a 20-25 minute question-and-answer dialogue about graffiti in Santa Fe- particularly the parks.

Ms. Veneklasen seconded the motion and it passed by unanimous voice vote.

Chair Booth said the meeting would be held at Frenchy's barn.

- **Caretaker Housing in Parks**

Chair Booth said she understood the discussion had been tabled and might go away. The committee discussed that there had been a lot of opposition and problems had been created when low income housing got involved.

Ms. Hansen said she supported the idea of caretakers in large parks and said Ashbaugh was a much safer park because of it.

The committee discussed the look of park housing and how other areas had handled the aesthetics of the homes.

- **Community Organizations/Park Memorandum of Understanding (MOU)**

Chair Booth said copies of the MOU (*exhibit1*) had been passed out for review.

Ms. Guerrerortiz said it was vague and didn't get into costs or water issues.

Ms. Esparza said Mr. Chavez had asked her to delete that.

Ms. Taylor asked if a water meter would be installed at each of the plots and how would the water be handled.

Mr. Gurule said there would be one meter for each community garden. He said at the end of the season the water bill would be divided among those who had purchased plots.

Chair Booth said it would be interesting because one person might grow a low water crop like corn and someone else a crop that required more water.

Mr. Gurule said there would always be issues like that and a solution would have to be found.

Ms. Guerrerortiz said individual meters would cost more money.

Ms. Taylor said her concern was that there *would be* a meter. She asked if meters would be read monthly and Mr. Gurule said they would.

Ms. Guerrerortiz asked what happened if a person ignored their plot.

Mr. Gurule said the department would till it in.

Chair Booth asked if a statement to cover that should be included in the provisions.

Ms. Guerrerortiz said she thought there would be a waiting list. The plots in Boston had been handed down for years and some had been ignored.

Ms. Taylor asked if that should be in the MOU on a separate page to clarify the understanding between parks and the individual and the consequences of neglect.

Ms. Hansen said if someone signed up and something unexpected happened they should at least have a season. She said this MOU was different than the first.

Chair Booth said she liked the first draft better and said a lot of things had been changed. She said she had some questions: on page 1 under Definitions, item six she read "*Parks Advisory means the Community Gardens Council*".

Ms. Esparza said that Mr. Chavez included that and the committee agreed the name should be changed.

Ms. Taylor asked who the membership would be made up of; it was obviously different than the "Garden Organization".

Mr. Gurule asked what the name should be changed to.

Chair Booth said she didn't know what the Community Gardens Council would do and said the draft seemed laden with jargon. She read "applications for garden plots will be issued by the Garden Organization's Application Officer" and asked if it could be made friendlier. She said the jargon should be removed and asked if the Garden Organization required an application officer.

Ms. Hansen said it should be easier and friendlier to encourage participation and the more regulations placed on people the more difficult it made it for them to participate.

Chair Booth said a garden coordinator would be needed to interface with the city and ensure plots were handed out.

Ms. Taylor said to simplify it, anyone who wanted a plot would have to talk to Ms. Esparza.

Chair Booth said the relationships among the people would be what made it work and that should be kept near the garden.

Ms. Guerrerortiz hadn't agreed and said it should be open to the public to avoid anyone who felt only "insiders" would get a plot.

Ms. Gonzalez said if a garden was starting in their community they could speak to the person who had started it.

Mr. Gurule said the Parks Division allowed the public to adopt a road, adopt a park etc., and it could work like that.

Ms. Veneklasen said the public should be informed and Ms. Guerrerortiz agreed.

Ms. Gonzalez said there could be a big harvest and people could be invited to pick produce *in* the plot instead of it being taken *out* of the plot to the farmers market.

Chair Booth said the question would be whether there should be a garden organization or if individuals should sign up. She said she leaned toward the organization because they would share the water.

Ms. Guerrerortiz disagreed and said because it was public land it should be advertised and the process explained that it might be like a lottery and the relationships would have to be worked out.

Ms. Gonzalez said it would open the community up to other communities.

Ms. Taylor said 2 documents should be looked at; an outline for parks and their processes and an MOU that would be signed by the plot user.

Mr. Chavez entered the meeting at this time.

Chair Booth explained the committee had questions on the memorandum of understanding.

Ms. Guerrerortiz said she wanted to see four changes: an ad in the paper that stated the community plots were available, their size and how the community could apply and they plan to use a lottery system and it should be stated in the provisions.

Mr. Chavez said that would be in a cover memo and everything would be run by legal first. He said when everything was ready to be publicized he would work with Joyce Bond, the department's marketing advertising person, who would take care of the advertising.

Ms. Guerrerortiz said the provisions shouldn't restrict selling produce; though it shouldn't be a commercial venture.

Mr. Chavez said they could leave that to the *garden master*. He wanted to avoid conflict with the legalities of selling from private property however he said if something had been raised to sell for nonprofit with no personal gain it wouldn't be a problem.

Ms. Guerrerortiz said the committee also thought the language should be kinder like *garden master*.

Ms. Gonzalez said she was confused about how the zones would work. She said if 6 community garden plots were available in Santa Fe and an ad was in the paper for a garden downtown would gardeners from all over Santa Fe be able to participate in that plot.

Mr. Chavez said it would be restricted to people in that lottery.

Ms. Gonzalez said she thought if it were people who lived in that community there would be more respect and coverage.

Ms. Guerrerortiz said if someone wanted to work a garden near grandma's house or close to their work area because there wasn't one in their community it might be a problem that there weren't enough gardens.

Mr. Chavez thought the intent had been a community garden close enough to walk to because people would be more vested and be there more often. He said hypothetically if there was enough room at a garden for six plots and only four were taken the local preference list would first be the neighbors and if plots were still available it would include others.

Ms. Hansen said instead of a newspaper advertisement a mailing should be sent to the residents and Ms. Guerrerortiz added it could be through the water bill.

Mr. Chavez said it would all cost and he would note the committee's request for a widespread community notification and would work on that. He said this would be a living document and the process and procedures could be reviewed in a year and where there were mistakes they could be corrected.

Ms. Taylor said she was concerned that the water hadn't been addressed.

Mr. Chavez said he had Ms. Esparza deleted that because some municipalities provided water for free and that decision would be made at a level above the committee.

He said he thought the amount of water used in a vegetable garden could be insignificant and might not increase the water bill and water might be provided for free.

Ms. Guerrerortiz said the annual number for water needed for vegetable and herb gardens per square foot could be found in the state engineer's office.

Mr. Chavez said there was a possibility that water could be offered as an amenity and the suggestion would be made to Robert Romero and the city manager and they would have to make the decision.

Ms. Taylor said it would be the advisory board's obligation to recommend it because they represented the citizens and she thought the city should charge for water. She said it would be easier to stop the charge than to impose it and the issue could be revisited after the first season.

Ms. Gonzalez said especially if the residents were told the water might be free in the future.

Chair Booth said it could be made an action item for February.

Ms. Guerrerortiz asked if it could be added and Ms. Taylor said the board could recommend it in a letter to Mr. Chavez. Ms. Veneklasen and Ms. Guerrerortiz agreed.

Ms. Hansen moved that the Parks Advisory Board recommend to Mr. Chavez that minimal charges for water be a part of the first experiment in the community garden plots to determine actual water usage to work toward equitable water accessibility. Ms. Taylor seconded the motion and it passed by unanimous voice vote.

Chair Booth said on page 1, definitions-the Parks Advisory meant the *Community Gardens Council* and said it should be called something else. She asked if that referred to the committee.

Ms. Taylor asked what the function of the council would be.

Mr. Chavez said there wasn't a gardening board yet and there was the committee and for now he would like them to be involved.

Ms. Guerrerortiz said the definition wasn't needed and should be deleted. She said she didn't like the application process

Ms. Guerrerortiz made a motion that the city go through an advertising program to announce plots would be available and would use a lottery system to assign garden plots.

Ms. Hansen said she wouldn't support that because she believed that community gardens should first be available to community members within a localized neighborhood and if there was no interest from that community it could then be opened.

Ms. Guerrerortiz said she represented areas in town where there were no gardens planned and since the gardens were not widespread it wouldn't be appropriate to have a preference.

Chair Booth asked Ms. Guerrerortiz to restate her motion.

Ms. Guerrerortiz stated her motion said the city should advertise in some form and that a lottery system be used rather than on a first come first serve basis.

Ms. Veneklasen seconded the motion.

There was no further discussion, a vote was taken and the motion failed.

Ms. Hansen moved to have a lottery system to allow use of the gardens and that it would be community based and that the local group would have first access and if plots were available, to allow them to be awarded outside of the neighborhood and advertising would be done to ensure public awareness of the availability of the plots. Ms. Veneklasen seconded the motion.

Ms. Gonzalez said she understood and partially agreed but thought it would be unfortunate if only the local neighborhood could participate in the garden since there might be people that would like to participate who learned of the opportunity after the immediate neighborhood.

Ms. Taylor said that was where advertising came in.

Ms. Guerrerortiz said the entire community should be represented not just portions of it.

Ms. Taylor reminded the committee about neighborhood associations for advertising.

Mr. Chavez said the city had the capacity to identify who lived in the neighborhoods through GIS and could get out flyers and notices.

Chair Booth said the difference in the two motions had been the concept that one would be local preference and the other a lottery.

Mr. Gurule said if there was that much demand the gardens would be expanded.

Ms. Veneklasen asked how many garden areas there would be.

Mr. Chavez said that would be another area of discussion for later but there would be more areas.

Ms. Veneklasen said it made a difference in how she voted because if there were only a few everyone should be able to participate.

Ms. Gonzalez said because plots were limited wouldn't mean that members couldn't invite the rest of their community to work in their garden with them.

Mr. Chavez said the city was looking into buying agricultural land in half acre parcels.

Ms. Hansen said it defeated the purpose of a community garden if someone had to drive across town to get to it.

Ms. Guerrerortiz said she understood the argument however there might be a reason a person would choose to make that drive. She said the original plan only had five gardens and it wasn't equitable and money for other gardens wouldn't be available in the near future.

Ms. Gonzalez said if the garden was started it could be observed and regulated and how the decisions should be made could be determined.

Ms. Hansen said she agreed and said the community would be involved and if people wanted more gardens they could be created. She said in the beginning she saw it as a community garden.

Mr. Torres said everyone liked the concept but they obviously had a lot to learn from the first community garden and they would need to be patient. He called for the question.

Chair Booth said the question had been called and asked for a vote.

Ms. Veneklasen said she thought people wouldn't come from Tesuque to McLovia Park but the gardens should be for everyone and would self-regulate.

The vote was taken and there was a division of the house. Four members were in favor and three were against with one abstention. Ms. Taylor abstained because she hadn't understood the motion contained a local preference.

Ms. Hansen said there would be more work to be done and more issues to work through.

- **BMX Skate Park (order changed to await Mr. Chavez's arrival)**

Chair Booth wanted to provide a review of the skate park since Ms. Gonzalez hadn't been at the last meeting.

Mr. Chavez said he had made it clear the department would move forward with the design. He said the designers had been told to hold costs down and that no add alternate's to the park would be considered until construction documents and costs were obtained.

He said an open area had been defined and left open at Franklin Miles Park and a car racing track and expansion of the skate park had been looked at and would depend on the budget. He said it would be sent to bid in January and the park would be awarded in January or February.

Mr. Chavez said they hoped bids would be favorable and contingency left and discussed with Mr. Jesse Scott, the park designer, that he would be put in touch with Grindline if there was money. He said they intended to put in a BMX park at Ragle because there was room.

Ms. Guerrerortiz said at the last meeting Mr. Gurule said he would ask Mr. Scott to contact the skateboard design company to work with the kids and the space would be measured and a preliminary cost request made for the beginner and intermediate improvements.

Mr. Chavez said that was in the process and he had been shaving costs.

Ms. Hansen suggested that when they got to Ashbaugh Park the tennis court area would be made into a beginner skate park and said there were lots of kids who continually skated in the streets.

Ms. Gonzalez said the skate parks at DeVargas and Camino Carlos Rey and the reason they were so complicated was they had been poorly built. She said that DeVargas Park had seams throughout the park and the transitions or sides the boarders went up, were very steep. She thought it extremely important the design be done by skateboarders and that the builders have experience in building successful skate parks.

She said it was easy for people to think that the connection of BMX/skate boarder was a political issue but it was a functional thing; bikes weren't built for the parks and ruined them.

She wasn't sure what the plans were for Franklin Miles Park and Mr. Chavez said they wouldn't be doing anything to the park at this point.

Mr. Chavez said if money was left he would contact Ms. Gonzalez to get a few of the skaters and they would meet with Mr. Scott.

Ms. Gonzalez asked if Mr. Scott had previously built skate parks and Mr. Chavez said he had been hired to design the park and would listen to what the skaters wanted.

Mr. Chavez said they would build a BMX course at Ragle; if there was enough money to expand Franklin Miles they would and if not there would be an opportunity at DeVargas Park and Ashbaugh and said the skaters would be brought in at that point.

Ms. Gonzalez said it would be a waste of resources to expand Miles (Franklin).

Ms. Hansen said that wasn't what the kids had said.

Ms. Gonzalez said she thought a cutting-edge skate park would not be an *existing* park it would be an obscure location that was out and open. She said for the record she had 5,000 signatures from four years ago when she had tried to get a skate park built.

Chair Booth said Mr. Coriz and Ms. Gonzalez were asked to be on the board because they represented communities not present at the table and she thanked them for being there. She said Mr. Coriz talked in detail about what the BMX biker's wanted and the discussion would be ongoing.

Chair Booth said she had learned a lot and said it was important to understand the perspective from the eyes of the skateboarders.

Ms. Guerrerortiz said the committee stated unanimously that the skateboard facilities should be put in Franklin Miles Park and Mr. Chavez had mentioned they wouldn't be put in.

Mr. Chavez said in order to meet the intention of the committee minutes he and Mr. Gurule were holding costs down as much as possible to determine if money would be found to do Franklin Miles. He said it wouldn't be done at the expense of another feature being removed.

Mr. Coriz said BMX and skateboarders went together and coping got messed up because of poor coping. He said it hadn't happened at Los Alamos Park.

Ms. Gonzalez said the concrete ledges were messed up and the skateboarder's wanted tile and pool coping. She agreed they were both extreme sports but said the terrain should be respected.

Mr. Coriz said there shouldn't be segregation between the skaters and bikers.

Ms. Gonzalez disagreed and said she wouldn't want to skate at the park and have guys in her way and wished it was as simple as being a political thing.

Chair Booth said the conversation would continue and said she encouraged and honored the differences and the respectful nature they had taken place in.

Ms. Guerrerortiz asked if results for Franklin Miles would be received in January and Mr. Chavez said they would.

Ms. Veneklasen asked when the plaza would be finished.

Mr. Chavez said construction would be halted next week and the fences would come down and the construction would be removed and the trees would be decorated with lights and the farolitos would be set up. He said the plaza lighting would take place on the 19th and the plaza would be open from December 18th through mid-January. He said they would start the second part by January and hoped to be finished by the end of March and then the sod would be laid.

Ms. Hansen asked how long the fence would be up at Gregory Lopez and if the park would be open and Mr. Chavez replied it would be 3 to 4 weeks with good weather.

Ms. Hansen asked how long the fence would be up at Gregory Lopez and if the park would be open and Mr. Chavez replied it would be 3 to 4 weeks with good weather.

Mr. Gurule added that once the park had been fenced off it would be closed.

Mr. Chavez said a notice had been in the paper that day and in response to Chair Booth's request said a sign would be put on the fence and that he had discussed a banner with the park logo and the city emblem on it with Joyce Bond.

7. PUBLIC COMMENTS

None

8. DATE AND TIME FOR NEXT MEETING.

January 7th at Frenchy's Field Barn was agreed upon for the next meeting.

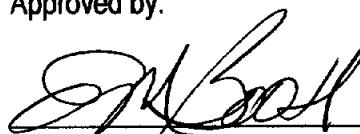
Chair Booth said meetings would be held on the first Wednesday of every month from 3 PM to 5 PM. And she asked that the two hours be respected.

ADJOURN:

Ms. Hansen moved they adjourn. Ms. Veneklasen second the motion in the past a unanimous voice.

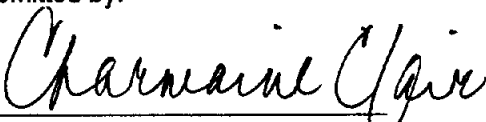
Having no further business to discuss the meeting was adjourned at 4:48 PM.

Approved by:



Elizabeth Booth, Chair

Submitted by:



Charmaine Clair, Stenographer

PART I. GENERAL PROVISIONS

1.1 Applicability and Scope

a. These regulations shall apply to the operation and management of all community gardening programs under the Public Works Department, Parks, Open Space and Trails Division. These rules and regulations would benefit the residents and volunteers of the City of Santa Fe who would like to get involved with a Gardening program.

1.2 Definitions

1. "City" means the City of Santa Fe.
2. "Department" means Public Works Department City of Santa Fe.
3. "Division" means the Parks, Open Space and Trails Division.
4. "Garden Plot" means land assigned to an individual or group to be used for gardening purposes.
5. "Garden Organization" mean the collective gardeners in any one City garden organized to deal collectively with that garden's business.
6. "Parks Advisory" means the Community Gardens Council.

1.3 Rules for Individual Gardeners

- a. The City shall provide land. All other improvements and services shall be provided by the gardeners.
- b. Assignment of garden plots will be issued by the Garden Organization subject to approval of the Department/Division and shall be on the basis of one plot per family or household. Each applicant must be 18 years or older. The plot must be worked by the person(s) or family whose name is on the application.
- c. Produce and other garden products will be for the personal use of the garden plot owner and shall not be offered for sale.
- d. Walkways, surrounding areas, and the garden plot must be kept clean and neat; trash and debris must be put in appropriate containers if available. If no containers are provided, each gardener must remove his own trash.
- e. Pesticide applications, if requested, shall comply with The City IPM Ordinance.

- f. No herbicides shall be used in the garden area.
- g. The garden plot shall be returned in as good or better condition than when it was let out.
- h. No illegal drug plants shall be grown.
- i. The City may require return of the garden plot, at the end of a growing season, if the garden area is required for another use.
- j. The gardener is subject to all applicable rules of the City.
- k. All gardeners become members of the Garden Organization upon assignment of garden plot.

1.4 Applications Procedure

- a. Applications for garden plots will be issued by the Garden Organization's plot Application Officer on a first come, first served basis. Assignment will be issued by the Garden Organization subject to final approval of the Division.
- b. The Application Number will indicate the order of plot assignment. Each applicant is allowed to choose from available plots.
- c. The Application Officer will provide a plot map showing the location and identifying symbol for each plot. As applicants choose their plot, the location and symbol will be entered on their application.
- d. The "assignment begins" date shall be the assignment date. The "assignment ends" date shall be left open. A gardener may keep his plot indefinitely if he follows these rules and regulations and makes intensive gardening use of the plot.

PART II METHODS WHEREBY PUBLIC MAY OBTAIN INFORMATION

2.1 Where Obtained

The public may obtain information on matters within the jurisdiction of the Director of Parks, Open Space and Trails Division or his designee, City of Santa Fe, by inquiring at:

- a. The Office of the City Clerk, City Hall.
- b. The office of the Parks Division. All rules and related documents are on file and are available for public inspection at said office. Copies of compilation of rules and supplements thereto are available to the public at a price to be fixed by the agency to cover mailing and publication costs.
- c. City of Santa Fe, Public Works Department, Parks Division Web site.

2.2 Submittals or Requests for Information

Such inquiry may be made in person at said offices during business hours, or by submitting a request for information in writing to the Director, Division of Parks, Open Space, Trails and Watershed, 1142 Siler Rd. Bldg C., Santa Fe, NM 87504.