



Agenda

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PARKS and Recreation Office
1142 Siler Road, Bldg "C"

Agenda

Parks and Open Space Advisory Committee

Frenchy's Field Barn

Corner of Osage and Agua Fria

Wednesday February 25, 2009

3:00 p.m. – 5:00 p.m.

1. Call to Order
2. Roll Call
3. Review and Approval of the January minutes
4. Approval of the Agenda
5. New Business
 - 2009 Strategic Planning – Action Item
 - Prescription Parks – Action Item
6. Old Business
 - Community Gardens MOU – Action Item
7. Public Comments
8. Establish date and time for the next meeting

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

February 25, 2009

| ITEM | ACTION TAKEN | PAGE(S) |
|--|---------------------|----------------|
| 1. CALL TO ORDER | | 1 |
| 2. ROLL CALL | Quorum | 1 |
| 3. REVIEW AND APPROVAL OF MINUTES January 7, 2009 Minutes | Approved | 1 |
| 4. APPROVAL OF AGENDA | | 1 |
| 5. NEW BUSINESS | | |
| a) 2009 Strategic Planning – Action Item | Discussion | 1-5 |
| b) Prescription Parks – Action Item | Anna Hargreaves | 5-6 |
| 6. OLD BUSINESS: Community Gardens MOU-Action Item | Discussion | 5 |
| 7. PUBLIC COMMENTS | None | 6 |
| 8. ADJOURNMENT | 4:55 pm | 7 |
| DATE AND TIME FOR NEXT MEETING | March 25, 2009 | 7 |

**MEETING MINUTES FOR THE
PARKS AND OPEN SPACE ADVISORY COMMITTEE**

Wednesday, February 25, 2009

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.

Roll Call

Roll call indicated the presence of a forum as follows:

Members Present

Elizabeth Booth, Chair
Tom Agard
Daniel Coriz
Anna Hansen
Sandra Taylor
Margaret Veneklasen

Members Absent

Oralynn Guerrerortiz (excused)
Patrick Torres (excused)
Valentina Gonzalez

Staff Present

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

Others Present

Charmaine Clair, Stenographer

APPROVAL OF THE JANUARY 7, 2009 MINUTES

Ms. Taylor moved to approve the January 7, 2009 minutes as presented. Mr. Agard seconded the motion and it passed by unanimous voice vote.

APPROVAL OF THE AGENDA

There were no changes to the agenda.

NEW BUSINESS

a) 2009 Strategic Planning – Action Item

Chair Booth said the committee should determine who they were and what they wanted to accomplish for the year.

The 2008 Parks Bond Implementation Plan (*Exhibit 1*) was a plan for the parks to be overseen by the committee members within their districts and to provide feedback and comments from the public to the Parks Department.

Mr. Coriz entered the meeting at this time.

The committee agreed on the importance of feedback for Mr. Chavez and Mr. Gurule and decided on the following:

- A short status report would be provided monthly by each district and would contain feedback on problems as well as positive comments.
- Problems would be reported to the Parks Department as soon as possible.
- A list of the parks would be provided
- Parks with activity could be viewed to reduce the number of parks covered.
- District representatives were designated as:
 - District 1-Ms. Veneklasen and Mr. Coriz
 - District 2 -Ms. Taylor
 - District 3- Chair Booth and Anna Hansen
 - District 4- Mr. Agard and Ms.Guerrerortiz

Fabian entered the meeting at this time.

Chair Booth said past meetings had been covered on topics she found interesting, like the graffiti, and she asked for the committee's ideas of important topics for discussion.

Topics of special interest suggested by the committee:

- **Tierra Contenta**; offered by Chair Booth for Ms. Guerrerortiz and possible field trip.
- Skate Parks**, Valentina Gonzalez
- NW Quadrant and Trails**- Mr. Coriz; a meeting was scheduled at the Convention Center on Thursday at 5:30.
- The History of the Parks**- Ms. Taylor: the background of how they were named and the people they were named after interested Ms. Taylor and the committee agreed. A meeting between Ms. Esparza and Mr. Frank Garcia, a former employee who had researched the parks and prepared a report, had already been set up and the committee was invited to be there and go through the report.

Ms Hansen entered the meeting at this time.

- Youth Sports and Little League** would be reported on by Mr. Agard.
- Soccer** would be covered by Ms. Veneklasen.
- BTAC**- Ms. Hansen

Ms. Hansen said she was concerned about Gregory Lopez Park which adults still used though closed for three months. She had talked with adults about the bad example set for children when they were in the park when it was closed.

She was also concerned about the playground equipment removed and the area made smaller and she wanted to know if it was going to be the same size when the upgrade was complete and if new equipment would be put in.

Chair Booth asked Mr. Fabian address the issue because that would be the type of feedback in strategic planning.

Parks Update by Fabian Chavez:

Gregory Lopez Park would be upgraded with everything that had been recommended. He said a small portion of the playground had been pulled because of ADA accessibility issues. He said new playground equipment and surfacing would be installed.

He said the area would be the current size because the community had asked for a large portion of play area for the kids and for summer programs but he said he would check on the equipment that had been there, what had been removed and what would be replaced and get back with Ms. Hansen.

Timing of Park Construction: He said a lot of the parks had been started at the end of summer and early fall and construction happened in the winter with a lot of weather delays. The parks would be programmed to always have some in the design development phase and construction wouldn't start until February or March to end before fall.

The Plaza: He said the Plaza was done except for the sod and when the contractor finished the irrigation would be done. He anticipated it would be completed between the first and middle of March, weather dependent.

- Electrical demand for service on the Plaza for commercial events resulted in an unsightly electrical box that was 7 foot and the department would work with the electrician to get smaller panels.
- Councilor Calvert's resolution to keep vendors off the grass would be withdrawn because of pressure and a meeting that night could have a task force of Plaza users that would discuss mitigation of the damage.

The River Parks: Eight sections to the river parks were under design. *Patrick Smith* a bid had been awarded and the final presentation would be that night. He said there would be a 60 day construction phase and it would start immediately.

Franklin Miles had 9 bids and could be more. The bathrooms would be a park service type bathroom and would be part of the contract and started that week.

- He said the grind (the ledge) was in that had been asked for and once the bids were in, if there was enough money he would collect the money for the requests.
- He said a third contract for the prairie dog relocation might require the committee to weigh in and he said there wasn't a way to "live" relocate all of them. If he couldn't catch all of them the committee's support would be needed at a meeting.

Ragle Park was under design and when (Franklin) Miles was finished he hoped to start construction at Ragle in the fall.

Frenchy's Field was at 30% completion and the work could be finished in the summer.

- Six fields with artificial turf in Albuquerque had been looked at as a way to save water and maintenance and although expensive there were available funds. Approval by the committee might be needed for the artificial turf.
- Natural turf would be on the outfield and the artificial would be to the fence on the infield with dirt on the pitcher's mound. The expense to maintain was cheaper with real turf now but in the long run would change and artificial turf would become cheaper.

Cathedral Park was getting a water fountain next week.

The Community Gardens (Exhibit 2) documents were at legal for review and he would send them to Chair Booth to be sent to the committee when he received them.

- Frenchy's Field and McClovvia were the two sites for this summer and would be ready this season.

Mr. Chavez said the budget had cuts in funding and that caused maintenance and service implications and he would need their support to get people to assist in the parks.

East de Vargas was approved and was a 60 day build out.

Pueblos del Sol was on hold because the Mayor's Committee on Disability wanted 100% of the trails to be ADA compliant. He said there were different trail classifications and this would include garbage cans, fencing, basketball courts, doggie posts etc.

Orlando Fernandez Park would get an irrigation upgrade.

MRC wouldn't be scheduled for a ball field and technical items until later next year but a major irrigation system would be done this summer.

- Only one ball field would be lit as there had been more demand for youth league, soccer, and softball and not as much for hard ball. They would be able to do a good job with the bleachers and shade structures and PV or solar panels for electricity generation would be looked into with the electrical engineer.

Northwest Quadrant the fencing had been started and had a lot of gate and pedestrian access and wildlife passageways.

- The Wilson Group would do the design work and the first meeting would be held the next day.
- Two criteria had been used –to use the trails that existed and the second was when a trail could catch flat land, the trail would be placed there first and the land could be developed around it.

Ms. Hansen said it would be good for committee members to be present at the meetings because she had obtained an additional 20 acres when she spoke about the need for more space at the Las Solares planning meeting.

Mr. Chavez said there were two small graffiti contracts for \$5,000 each with The Stripper and Surface Solutions. When the department couldn't handle something the graffiti crew supervisor called one of the contractors and the damage would be documented with a photograph. He said if the response of the contractors was effective and cost was reasonable it made more sense to have more graffiti people.

OLD BUSINESS

Old Community Gardens MOU – Action Item (Revised Agenda Order) (Exhibit 2)

Mr. Chavez said Ms. Esparza was the contact person regarding status on the plots and would have the most current information.

Chair Booth asked how people would be informed.

Mr. Chavez said the parks would have bulletin boards and it had been done in Seattle and was a good way to get information out. The documents were in legal and contained the legal terms used by other cities and when approved by legal and the governing body, Chair Booth would be asked to disseminate the information to the committee and to hold a special meeting of the advisory committee to discuss the Community Gardens.

He said Ms. Esparza would be the contact for those who would participate in the Gardens; the Parks Department would ensure the water; fences and plots were ready. He said a subcommittee should be formed of those who wanted to be involved and would provide input and be responsible for the development of the details for the *living* document, plot sizes, number of plots, application process, organization of business and rules.

Mr. Chavez said the gardens would be a pilot project and there would be time with the two gardens to identify areas for other gardens; what was learned from the pilot gardens could be used for changes needed and made in the living document.

NEW BUSINESS (continued)

b) Prescription Parks – Action Item-Anna Hargreaves (Revised Agenda Order) (Exhibit 3)

Ms. Hargreaves, with the Department Of Health, said the plan started in Albuquerque and was a partnership between the Department of Health, the city parks and the health plans. Doctors and nurses wrote prescriptions for the amount of physical activity a patient should walk, based on their condition and discussed the trails and when they would walk. She said patients were not very mobile and the trails were generally a quarter of a mile to 2-3 miles maximum.

Prescription Park Summary:

1. Lovelace, United Health Care, Presbyterian, and Blue Cross Blue Shield were in the plan; small clinics or doctors of oriental medicine wouldn't be precluded. Some outreach to doctors had been made and anyone who knew of a doctor who was interested should have them contact Ms. Hargreaves.

2. A list of parks (*Exhibit 3*) was under assessment and almost finished.
 - a. Park assessment covered the surface, distance, condition and facilities and the trails would be listed by zip code.
 - b. Bus connections were listed on the maps for trail access. Eventually online maps would be added and linked with the city park information.
 - c. Trails were primarily paved or soft gravel trails and a note would be made about the type of trail surface.
 - d. Smaller parks were coupled and each loop measured for each park; longer trails were done in segments and would be near parks and include a note about the longer trails and where they led.
3. The city had provided a graphic artist to design the Parks Guide that would have information about trail location and cross streets. Additional parks in the county would be added but initially the first run would be for the city because of a June deadline.
4. The city designer would help design the book and get things to the graphic designer by mid March to be printed by June.
5. In July or August there would be a support event and the mayor would be invited.
6. There was a contract to train providers on how to use the plan and \$5,000 for printing the manual and the rest had been donated.

Ms. Hargreaves said she would send the list of parks to Ms. Esparza to distribute to the committee and the comments from the committee could be returned to her. She asked that the committee provide two or three lines about the parks in their neighborhoods such as if the views were gorgeous, exercise equipment; anything special that made it an incentive for people to go there.

Ms. Hansen suggested Ms. Hargreaves meet with IAIA and Chair Booth agreed it would be a great connection.

Ms. Hargreaves said historical information on the parks would be nice and information that would be online could be cross referenced with the current website. The Albuquerque website could be sent to the committee to determine if what they wanted was similar.

7. PUBLIC COMMENTS

There were no Public Comments.

8. DATE AND TIME FOR NEXT MEETING.

Chair Booth said the City Clerk needed a common date for the monthly meetings and a decision by the committee was made to meet on the fourth Wednesday of every month.

The next meeting would be Wednesday, March 25, 2009.

ADJOURN:

Ms. Hansen moved to adjourn the meeting. Ms. Veneklasen seconded the motion and it passed by unanimous voice vote.

Having no further business to discuss the meeting was adjourned at 4:51 pm.

Approved by:


Elizabeth Booth, Chair

Submitted by:


Charmaine Clair, Stenographer

2008 Parks Bond Implementation Plan - Finance Committee 01/20/09

[illegible]

EXHIBIT "1"

2008 Parks Bond Implementation Plan - Finance Committee 01/20/09

[illegible][illegible][illegible]

CITY OF SANTA FE
Public Works Department
Parks Open Space and Watershed Division

COMMUNITY GARDENING PROGRAM

Gardens Giving Back

A garden tended by a community's residents brings out the best in that community, becoming a source of physical activity recreation and civic pride for all who participate. Community gardens tend to foster relationships among residents, which in turn, makes neighborhoods safer by reducing crime. Used as outdoor classrooms, these gardens teach children about healthy foods and how plants grow, creating young stewards who will care and develop a respect for our future environment.

The primary and perhaps the most daunting decision facing those planning a community garden is where to place it. As urban sprawl intensifies in many communities, finding available green space that isn't already set aside for building or development is the first hurdle faced by would-be gardeners.

The City Council could vote on allowing Santa Fe Parks, Open Space, and Watershed to enter into land-use agreements with other bureaus and private property owners as part of launching the community gardens program. The management of the program relies on community volunteers to provide much of the labor-intensive work of keeping the gardens functional.

The needs of local citizens must be foremost in any garden's plan. The best garden design or concept foisted upon a disinterested or poorly informed community is bound to fail. "It is important that community gardens remain a community-driven process. There must be genuine demand and interest from the local community in order for the community garden to be successful."

Surplus produce harvested from community gardens can be a welcome boon for food pantries and soup kitchens. Fresh, locally grown fruits and vegetables are a nutritious and healthful addition to the usual nonperishable goods donated to these programs.

Other ideas for supplementing thin budgets might include donations of gardening tools by a local hardware or home improvement store, or the contribution of seeds or plants from a local nursery.

For Parks, an Integral Role

Once a location is established, there should be a plan for incorporating the organization and maintenance of the site. This is where the help and guidance of the POW division/Public Works Department can be crucial. The skill sets of park professionals, county extension services, other interested volunteer agencies and the resources they have at hand can offer the community garden planner a wealth of information, knowledge, and support.

“Volunteer garden managers, elected by the gardeners, help track the use of plots, arrange work parties, and work with on-site social participation,” highlighting the importance of the community stepping up to the challenge of maintaining the gardens. The responsibility for creating and sustaining a healthy working environment in which the gardens can thrive depends “primarily on the effectiveness of the program coordinator and volunteers” they need to be willing to reach out to other groups and departments for assistance. City agencies can also come together by creating compost.

Parks, Open Space, and Watershed, initiatives in community gardening programs are a win-win scenario. An increased presence in the park will be another measure in reducing criminal activities and vandalism.

With public interest and awareness of green living at an all-time high, there's never been a better time for partnerships among public parks and community gardening advocates. Of course, these neighborhoods require hard work, coordination, and thoughtful planning. But the payoff for the Park, Open Space, Trails and Watershed division and the communities they serve is immeasurably valuable for everyone involved.

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 whom 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. "Gardens Council" means the Community Gardens Council.

1.3 Rules for Individual Gardeners

- a. The City shall provide land and water. 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 of 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 shall not be sold or put to any commercial use.
- 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. No pesticides which are poisonous to humans or are in poisonous concentrations, before or after application, shall be brought to or used in the garden area.
- f. Pesticide applications, if requested, shall comply with The City IPM Ordinance.
- g. No herbicides shall be used in the garden area.
- h. The garden plot shall be returned in as good or better condition than when it was let out.
- i. No illegal drug plants shall be grown.
- j. The City may require return of the garden plot, by giving 30 days notice, if the garden area is required for another use.
- k. The gardener is subject to all applicable rules of the City.
- l. 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, their names 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 as to 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, 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.

Prescription Trails

| | Parks | Physical Address | Trail W/Parking | Dirt Trail | Paved Trail | Distance in Miles | Loop | Map Available | Assessed by | Zip - 87 |
|----|-----------------------------|-----------------------------|--------------------|------------|-------------|----------------------|-----------|------------------|----------------|----------|
| ✓ | Alto (Bicentennial) | 1043 Alto St | ● | | ● | 0.88 | 0.92 | ● | JG | 501 |
| ✓ | Calle Alvarado | 2234 Calle Alvarado | ● | | ● | | 0.35 | ● | AH | 501 |
| X | Cross of the Martyrs | 617 Paseo de Peralta | ● | | ● | X | X | X | JG | 501 |
| ✓ | E. De Vargas | 201 E. De Vargas St | ● | | ● | | | | JE | 501 |
| ? | E. SF. River/Alameda Inn | Peralta & Alameda | ● | | ● | | | | ? | 501 |
| ✓ | E. SF. River/El Castillo | Cathedral Place & E Alameda | ● | | ● | | | | JE | 501 |
| ✓ | Frenchy's | Agua Fria | ● | ● | ● | 0.39 | 0.52 | ● | SP | 501 |
| ✓ | Ft. Marcy Ballfield | 320 Artist Rd | ● | ● | | | 0.7 | ● | AH | 501 |
| X | Majors Field #1 | 490 Washington Ave | ● | ● | ● | X | X | ● | AH | 501 |
| ✓ | Nature Conservancy | Canyon Road | ● | ● | | | 1.5 | ● | AH | 501 |
| ✓ | Patrick Smith | 1001 Canyon Rd | ● | ● | | | 0.26 | ● | JG | 501 |
| TD | Torreón | 1515 W. Alameda St | ● | | ● | | 0.3 | ● | | 501 |
| ✓ | Amelia White | 981 Old Santa Fe Trail | ● | | ● | 0.16 | 0.35 | ● | JG | 505 |
| TD | Ashbaugh/Gregory Lopez | Agua Fria | | | | | 0.73/0.22 | ● | | 505 |
| X | Calle Lorca (Southridge) | 2075 Calle Lorca | ● | | | | 0.56 | ● | AH | 505 |
| ✓ | Candelero | 2213 Brillante St | ● | | ● | | 0.19 | ● | AH | 505 |
| TD | Chamisa (Arroyo de las) | Yucca/Siringo/Zia | ● | ● | ● | 0.38 | 0.76 | ● | | 505 |
| ✓ | Franklin Miles #1 | 1027 Camino Carlos Rey | ● | | ● | 0.39 | 0.97 | ● | AH | 505 |
| ✓ | Harvey Cornell (Rose Park) | 1315 Gallstee Parkway | ● | | ● | | 0.33 | ● | JG | 505 |
| ✓ | Larragotte Main | Agua Fria/Cristobal Colon | ● | | ● | 0.28 | 0.32 | ● | AH | 505 |
| ✓ | Las Estancias/Caballero (N) | off Carlos Rey and Yucca | ● | | ● | | 1.25 | ● | AH | 505 |

Prescription Trails

| | | | | | | | | | | | | |
|----|----------------------------|--------------------------|---|---|---|--|------|------|---|---|----|-----|
| X | Martin Luther King Jr. | 2738 Calle Serena | ● | | ● | | | x | x | ● | AH | 505 |
| TD | Ragle | Zia Rd | ● | ● | | | | | | ● | | 505 |
| ✓ | Rail Yard #1 | 600 S Guadalupe | ● | ● | ● | | 0.25 | 0.75 | | ● | JG | 505 |
| ✓ | Salvador Perez Park | 601 Alta Vista St | ● | | ● | | 0.16 | 0.45 | | ● | AH | 505 |
| ✓ | Agua Fria (N) | Agua Fria Park Road | ● | | ● | | | 0.52 | | ● | AH | 507 |
| TD | Del Sol (Nava Ade) | Governor Miles | ● | | ● | | 0.11 | 0.19 | | ● | SS | 507 |
| X | Frank Ortiz | Camino de Las Cruces | ● | ● | | | x | x | | ● | LB | 507 |
| TD | Genoveva Chavez Center | 3221 Rodeo Rd | ● | ● | ● | | | | | ● | SP | 507 |
| ✓ | Herb Martinez #1 | 2240 Camino Carlos Rey | ● | | | | | 0.45 | | ● | JE | 507 |
| ✓ | Las Acequias/Agua Fria | 1100 Calle Atajo | ● | | ● | | | 0.37 | | ● | AH | 507 |
| X | Sierra Nevada (R. del Sol) | Sierra Nevada & Contenta | ● | | ● | | | 0.15 | | ● | AH | 507 |

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