



Agenda

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**Parks and Recreation Advisory Commission (PARC)
Genoveva Chavez Community Center- Conference Room- 3221 Rodeo Rd.
Tuesday, January 19, 2016
5:30 p.m. – 6:30 p.m.**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Review and Approval of the Minutes- October 20, 2015
5. Introduction of PARC Members
6. Introduction of Parks and Recreation Department Section Managers and Director
 - Richard Thompson, Parks Division Director
 - Jennifer Romero, MRC Manager
 - Liza Suzanne, GCCC Complex Manager
 - Liz Roybal, Ft. Marcy/Salvador Perez Complex Manager
 - Rob Carter, Parks and Recreation Director
 - Phillip Lujan, Parks and Recreation Department Administrative Assistant
 - Jessie Esparza, Parks Project Specialist
7. Comments from the Community
8. Future Meetings- location, time and days
9. Items for next meeting agenda
 - a. Recommendation of new fees and charges for department
 - b. New Policies for Races and Special Events/Park Rentals
 - c. 2008 Park Bond Audit Results
10. Confirm date, time and location for the next meeting
11. Adjournment

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**SUMMARY OF ACTION
PARKS AND RECREATION ADVISORY COMMISSION (PARC)
Genoveva Chavez Community Center Conference Room, 3221 Rodeo Rd.
Tuesday, January 19, 2016, 5:30 pm**

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ROLL CALL	QUORUM	1
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APPROVAL OF MINUTES October 20, 2015	APPROVED	1-2
INTRODUCTION OF PARC MEMBERS	INFORMATION/DISCUSSION	2
INTRODUCTION OF PARKS AND RECREATION DEPARTMENT SECTION MANAGERS AND DIRECTOR	INFORMATION/DISCUSSION	2
COMMENTS FROM THE COMMUNITY	NONE	3
FUTURE MEETINGS/LOCATION, TIME AND DAYS	INFORMATION/DISCUSSION	3
<u>ITEMS FOR NEXT MEETING AGENDA</u>		
RECOMMENDATION OF NEW FEES AND CHARGES FOR DEPARTMENT	INFORMATION/DISCUSSION	3-4
NEW POLICIES FOR RACES AND SPECIAL EVENTS/PARKS RENTALS	INFORMATION/DISCUSSION	4
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**CONFIRM DATE, TIME AND
LOCATION FOR THE NEXT
MEETING**

INFORMATION/DISCUSSION

7

ADJOURNMENT

ADJOURNED

7

PARKS AND RECREATION ADVISORY COMMISSION (PARC)
Genoveva Chavez Community Center Conference Room, 3221 Rodeo Rd.
Tuesday, January 19, 2016, 5:30 pm

1. CALL TO ORDER

The Parks and Recreation Advisory Commission meeting was called to order by Chair Bruneni, at approximately 5:30 pm, on Tuesday, January 19, 2016, at the Genoveva Chavez Community Center Conference Room, 3221 Rodeo Rd., Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Victoria Bruneni, Chair
James Stodgel
J. C. Linson
Dameon Archuleta
Bridget Wolf
Warren Hix
Linda R. Jackson
Peggy Vasquez

MEMBERS ABSENT

David Sidebottom, Excused

OTHERS PRESENT

Rob Carter, Parks and Recreation Director
Richard Thompson, Parks Division Director
Jennifer Romero, MRC Manager
Liza Suzanne, GCCC Complex Manager
Phillip Lujan, Parks and Recreation Department Administrative Assistant
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Commissioner Stodgel, seconded by Commissioner Vasquez, to approve the agenda.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES

October 20, 2015

MOTION A motion was made by Commissioner Stodgel, seconded by Commissioner Archuleta, to approve the minutes of October 20, 2015 as reviewed.

VOTE The motion passed unanimously by voice vote.

5. INTRODUCTION OF PARC MEMBERS

Chair Bruneni asked that each Commissioner introduce themselves and say where they work or what their background is.

Chair Bruneni said she is the General Manager of the Inn at Santa Fe, Commissioner Jackson is a Paralegal at the New Mexico Department of Transportation, Commissioner Stodgel is the owner of Only Green Design, Commissioner Wolfe is a Community Activist, Commissioner Linson is a Real Estate Broker with Barker Realty, Commissioner Hix is retired with a background in healthcare, Commissioner Archuleta is the Facilitator for Young Fathers of Santa Fe; owns a skate shop and owns Boomerang Baby and Commissioner Vasquez works with the Housing Trust and Tierra Contenta.

6. INTRODUCTION OF PARKS AND RECREATION DEPARTMENT SECTION MANAGERS AND DIRECTOR

Mr. Carter introduced himself and his staff as follows:

Richard Thompson, Parks Division Director
Jennifer Romero, MRC manager
Liza Suzanne, GCCC Complex Manager
Phillip Lujan, Parks and Recreation Department Administrative Assistant

Mr. Carter also introduced Liz Roybal, Ft. Marcy/Salvador Perez Complex Manager, and Jesse Esparza, Parks Project Specialist, who were not present but who will be working with the Commission as well.

Mr. Carter said over the next couple of months we will start putting together a tour and information system so you can see where our Parks and Recreation Centers are. We have over seventy. We will have to go in groups of four or less Commissioners to avoid a quorum. Over the next four to five meetings one of each of the Division members will have a presentation to give to you so you get a better idea of what happens in Parks and Recreation.

7. COMMENTS FROM THE COMMUNITY

none

8. FUTURE MEETINGS/LOCATION, TIME AND DAYS

Chair Bruneni said the 3rd Tuesday seems to be a good day to keep as our meeting date if everyone agrees.

Mr. Carter said 5:30 pm to 7:00 pm seems to be a good time. If the meeting goes over it goes over. We can keep the meetings rolling if we have an end time in mind. There will be more stuff to consider with PARC than there was with POSAC because we have Recreation included now as well.

Commissioner Vasquez said every other month on the 3rd Tuesday, Tierra Contenta has a Board meeting at 3:30 pm. Normally we are out at 5:00 pm. She might be a bit late every other month but will let staff know if that is the case.

Chair Bruneni said if we foresee an issue we can always re-look at our meeting date in the future.

MOTION A motion was made by Commissioner Jackson, seconded by Commissioner Linson, to approve the third Tuesday of each month as the meeting day for the Commission.

VOTE The motion passed unanimously by voice vote.

9. ITEMS FOR NEXT MEETING AGENDA

A. RECOMMENDATION OF NEW FEES AND CHARGES FOR DEPARTMENT

Mr. Carter said for this meeting we made up the agenda. From now on the Chair will work with us to do them. This was just to get your feet wet.

Mr. Carter said these things are issues he would like to have the Commission involved in. We are in the infancy stage of getting ready to do our budget. The City is facing a deficit. We are staying ahead of the game in making recommendations to increase some fees and charges. We want the Commission to have a buy in on the decision on where we need to be going as a Department. We don't want to make cuts to make up the funds. Parks is funded out of CIP bonds and that has been eliminated. We have \$1.8 million of staffing issues. There are temporary staff. If we get rid of

them we will not be able to provide the same services we do now.. The Council has to make the tough budget decisions. We want to look at fees and charges and get your input. They have not been increased in over two years. The increase will be nominal. We have to stay competitive in the market place.

B. NEW POLICIES FOR RACES AND SPECIAL EVENTS/PARKS RENTALS

Mr. Carter said we have never had policies on these things. We want the Commission to review policies, give your opinions and give us your approval. This will give you a feel for what is going on as well.

C. 2008 PARK BOND AUDIT RESULTS

Mr. Carter said the previous Board dealt with this. We want to share the results with this Commission. We are working on the 2012 Parks Bond projects including the money reallocated for the new skate facility here at GCC. We will bring a list to you.

Mr. Carter said also between now and next week please see who can represent what district so if people phone in we can direct them to the Commissioner representing their district. We will bring something to you so you can see where they are.

Chair Bruneni asked that Mr. Carter send out a electronic copy of the districts to the Commissioners.

Commissioner Linson said maybe we can start a Facebook page for input.

Mr. Thompson said we just completed the redistricting map for Parks. For the sake of clarity we will provide that.

Mr. Carter said he will introduce Commissioner Linson to his marketing and special events staff to talk about a Facebook page.

Chair Bruneni said we are now open to discussion items. Social media has been brought up. Are there other ideas or questions.

Commissioner Wolfe suggested that nextdoor.com is used in Tierra Contenta to share ideas and discuss issues within the neighborhoods. We could start that in other areas.

Chair Bruneni said nextdoor.com sounds like a great place to advertise events.

Commissioner Wolfe said we can individually sign up our neighborhoods. People can say we wish we had this trail or other things and can talk about things within their

own neighborhood and bring them to the attention of the Board.

Chair Bruneni said she will check that out.

Commissioner Stodgel said he would like hear more about the events that will be happening this year for 2016-2017

Mr. Carter said he will send out an events calendar. When Parks and Recreation became it's own department we took over all the special events that Public Works was doing at that time. We were just asked to take over the New Years Eve event for this year by the Mayor, with Tourism and the Arts Council paying the bill. Our staff will run it from now on. We have Easter coming up. We are working with the Police Department and will maybe do a bicycle safety and spring tune up for kids and give out helmets.

Chair Bruneni said she encourages the Parks Department to do that in the month of March and piggy back with Tourism on their kids events.

Mr. Carter said he was just contacted by Christus St. Vincent and are working on an agreement with them that will give all of their health plan people our corporate rate at GCC. In return they give us \$10,000 towards Parks and Recreation. Also we are working with KRQE to advertise special marketing things for Parks and Recreation on Channels 13 and 2. We are working on getting advertising for our Activity Guide. The advertising pays for the guide.

Commissioner Linson said regarding my current health insurance, they buy a membership to a few gyms. Why specialized gyms and not City facilities. That would be money coming in. Insurance companies would pay you money if we made some kind of deal with them.

Mr. Carter said he was not sure they could do that.

The current Activity Guide was handed out. Mr. Carter said we do a fall/winter and spring/summer one.

Commissioner Hix said it would be helpful to have some general information about the history of the previous Commission and the department.

Chair Bruneni said we were given packets of information.

Commissioner Hix asked what is the corporate rate for membership.

Ms. Suzanne said it is 20% off the regular memberships. It is based on ages and family.

Chair Bruneni said it requires five members from a company to sign up at one

time to be eligible.

Ms. Suzanne said in the Activity Guide on page 8 are the membership rates.

Commissioner Archuleta said regarding the skate park, he believes there are three companies who have been qualified to be approved for the JCC Park.

Mr. Thompson said the RFP is to be advertised the end of February. They qualified three and those three will be invited to submit a proposal.

Mr. Carter said he will make sure Commissioner Archuleta stays in the loop.

Mr. Thompson said the RFP is in review. March 1st will be the deadline for submittals.

Mr. Carter said we are hoping to start construction close to summer. We are working with Public Works now to do some of the grading work so money can be spent on building.

Commissioner Archuleta asked when can we expect those proposals to come in.

Mr. Carter said he will get back to him on that.

Commissioner Linson asked where will that Park be located.

Mr. Carter answered between the firehouse and the parking lot in the open area.

Commissioner Wolf asked are there any non profit organizations that assist low income families to get memberships here.

Ms. Suzanne answered the City does have a low income policy. Families can make an application and get 50% off of almost all of the programs we offer if they qualify. It is through the Youth Commission. There are several non-profits who have clients who have set up accounts so they can come to the facilities. The memberships are listed under La Familia for confidentiality reasons. It depends on what they negotiate. The Youth Commission is looking at offering a low income discount to all of their grantees.

Commissioner Hix asked if someone is eligible for low income do you all do the screening or La Familia.

Ms. Suzanne said we do it.

Commissioner Hix said maybe you could contract with La Familia to do that.

Ms. Suzanne said they are processed through the Chavez center. It goes pretty quickly.

Commissioner Wolf asked is there an adequate amount of outreach to the south side communities.

Ms. Suzanne said that is a good question. I will have to look at that.

Chair Bruneni said that is something we can discuss in future. That is critical and key to make sure everyone in every district has the use of facilities.

10. CONFIRM DATE, TIME AND LOCATION FOR THE NEXT MEETING

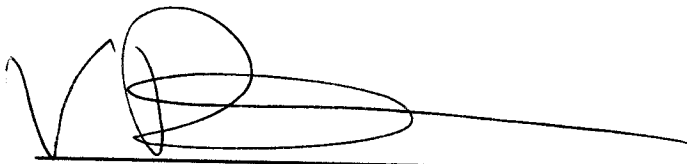
Chair Bruneni said the next meeting will be February 16, 2016, here from 5:30 pm to 7:00 pm.

11. ADJOURNMENT

MOTION A motion was made by Commissioner Hix, seconded by Commissioner Wolf, to adjourn the meeting.

VOTE The motion passed unanimously by voice vote.

The meeting adjourned at 6:25 pm.



Victoria Bruneni, Chair



Elizabeth Martin, Stenographer