



CITY CLERK'S OFFICE  
**Agenda** DATE 2/15/17 TIME 10:30 AM  
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**Parks and Recreation Advisory Commission (PARC)**  
**Genoveva Chavez Community Center- Conference Room- 3221 Rodeo Rd.**  
**Tuesday, February 21, 2017**  
**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 from- December 20, 2016
5. Parks & Recreation Department Update
6. New Business
  - a. Reelection of Victoria Bruneni for Chairperson
  - b. Introduction of New Members of PARC
  - c. New GCCC Skate Park DD
7. Public Comment
8. Commissioner Comments
9. Committee Reports/Golf & Tree Board.
  - a. Tree Board Recommendations
  - b. Municipal Tree Board Statement IPM
10. Confirm date, time and location for the next meeting (Tuesday, March 21, 2017)
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  
GENOVEVA CHAVEZ COMMUNITY CENTER, CONFERENCE ROOM  
3221 RODEO ROAD  
TUESDAY, FEBRUARY 21, 2017, 5:30 PM**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF MINUTES DECEMBER 20, 2016	APPROVED	2
INTRODUCTION OF NEW MEMBERS	INFORMATION/DISCUSSION	2
PARKS AND RECREATION DEPARTMENT UPDATE	INFORMATION/DISCUSSION	2
<b><u>NEW BUSINESS</u></b>		
REELECTION OF VICTORIA BRUNENI FOR CHAIR	REELECTED	3
NEW GCCC SKATE PARK DD	INFORMATION/DISCUSSION	3-4
PUBLIC COMMENT	NONE	4
COMMISSIONER COMMENTS	NONE	5

**COMMITTEE REPORTS/GOLF  
AND TREE BOARD**

<b>TREE BOARD RECOMMENDATIONS</b>	<b>SUPPORTED</b>	<b>5-6</b>
<b>MUNICIPAL TREE BOARD STATEMENT IPM</b>	<b>SUPPORTED</b>	<b>6-7</b>
<b>NEXT MEETING DATE</b>	<b>MARCH 21, 2017</b>	<b>7</b>
<b>ADJOURNMENT</b>	<b>ADJOURNED</b>	<b>7</b>

**PARKS AND RECREATION ADVISORY COMMISSION  
GENOVEVA CHAVEZ COMMUNITY CENTER, CONFERENCE ROOM  
3221 RODEO ROAD  
TUESDAY, FEBRUARY 21, 2017, 5:30 PM**

**1. CALL TO ORDER**

The meeting of the Parks and Recreation Advisory Commission was called to order by Victoria Bruneni, Chair, at 5:30 pm, on Tuesday, February 21, 2017, at the Genoveva Chavez Community Center Conference Room, 3221 Rodeo Road, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Victoria Bruneni, Chair  
Peggy Vasquez, Vice Chair  
Patricia Cardona  
Damon Archuleta  
Tom Dominguez  
Linda Jackson  
David Sidebottom  
(Vacancy)

**MEMBERS ABSENT**

James Stodgel, Excused

**OTHERS PRESENT**

Rob Carter, Director of Parks and Recreation  
Jessie Esparza, Parks and Recreation Department  
Jason Kluck, Public Works Project Administrator  
Katherine O'Brien, Chair, Municipal Tree Board  
Mary Schruben  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

Mr. Carter said he would like to move item 6B up under number 4 so that we can introduce our new members sooner.

**MOTION** A motion was made by Mr. Sidebottom, seconded by Ms. Jackson, to approve the agenda as amended.

**VOTE** The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES  
DECEMBER 20, 2016**

**INTRODUCTION OF NEW MEMBERS**

Mr. Carter introduced Patricia Cardona who lives in District 2. She has been active many years with the Sierra Club.

Mr. Carter introduced Tom Dominguez who is on the Tree Board. He is the Santa Fe County Extension Agent and helped change the Ordinance to allow a person who lives in the County to serve on the PARC Commission.

Mr. Carter said tomorrow the 9<sup>th</sup> member of your Commission will be up to be approved by Council. There will be a full Commission for your March meeting.

**MOTION** A motion was made by Ms. Jackson, seconded by Ms. Vasquez, to approve the minutes as presented.

**VOTE** The motion passed unanimously by voice vote.

**5. PARKS AND RECREATION DEPARTMENT UPDATE**

Mr. Carter said the Easter Egg Hunt will be held on Saturday, April 15<sup>th</sup> at the MRC baseball fields. If anyone wants to volunteer to help with that let us know. The first round of our new flat budget is completed. Of all the budgets he has done this seemed to be the least heartache. The City has gone with the open government system which is a lot easier budget process for us to do our budgets. One of the highlights is we had a number of temporary positions that lasted longer than the requirement. We recommended to take those temporary positions and make them classified positions either part time or full time. There are 18 positions. We have seasonal positions as well. Those will continue as seasonal temporary positions. Our poor IPM Manager is dealing with gophers in the parks. He is working at MRC, Ragle and others dealing with gophers. Parks gave an informational median plan to the City Council last month. It is part of a CIP Plan for over the next 5 years to remove some plant material and reduce the amount of maintenance we have to do on them. We are working with the District 3 Councilors on work at SWAN Park. We will update the Commission next month on the update of the scope of work. We are leaning toward a skate park and sports fields so there will be some changes. We will let you know the final decision on phase 2. The only eliminations in other phases were the community garden, orchard and the water feature. We are looking to add a fitness area.

## **6. NEW BUSINESS**

### **A. REELECTION OF VICTORIA BRUNENI FOR CHAIR**

Mr. Carter said it has been a year since Victoria became Chair. After the first year she has to be reelected or someone else can run for it. If reelected then she is on for 2 years. Is there anyone else interested in running for Chair.

**MOTION** A motion was made by Ms. Vasquez, seconded by Mr. Sidebottom, to reelect Victoria Bruneni as Chair.

**VOTE** The motion passed unanimously by voice vote.

### **B. INTRODUCTION OF NEW MEMBERS**

This was done earlier in the meeting.

### **C. NEW GCCC SKATE PARK DD**

Mr. Carter introduced Jason Kluck, Public Works Project Administrator. He said they have had several bids for this project. It is a design/build project. The winning bid came from Spohn Ranch.

Mr. Kluck said he would like to recap the process of this project. He took over the project at the beginning of June. A design/build RFP process had been approved. We did that process and Spohn Ranch was selected. There were 3 applicants. Spohn Ranch was put under contract September 8<sup>th</sup>. They came out and we had our first public meeting design workshop. The attendance was a bit less than 50 people. That was on October 27<sup>th</sup>. It is a \$522,000 budget. We got feedback and we gave out a survey at the public meeting. They compiled it and gave it to us on November 14<sup>th</sup>. Based on that we met with Parks and gave them direction to proceed on the design. What you see here (map) is the schematic design. The designs are included in the packet.

Mr. Kluck explained the drawing. This was the initial response but it was over budget. They moved away from a couple of things. Then they developed a new design. We had another public meeting on January 12<sup>th</sup>. There were 30 people there and all were super active. The designer came to that meeting. Another design was completed. There were challenges in getting lighting in the budget but it is getting there. It will be 8,600 sq feet. It has been reviewed and we are moving forward.

Mr. Archuleta asked if there a flat bar.

Mr. Kluck said yes. That was well received. It gave more room for the quarter

pipe. It is an optimized park with lighting and within budget. It will be ADA compliant.

Ms. Cardona said she has 2 questions. Have these designs been used anywhere else and have you looked at possible areas of liability.

Mr. Kluck said all these features have been used before. This company has designed thousands of skate parks. The City builds skate parks and the City insurance covers them.

Mr. Carter said Travelers is very comfortable with the design. They did adjust for safety. Safety is part of the discussion and the decisions. We will put up signs that say skate at your own risk. That lowers the liability. Most places in the country do that. We will also say proper headgear and padding suggested. The insurance company is comfortable with that kind of signage.

Ms. Cardona asked is the material you are using the kind of concrete that absorbs CO2.

Mr. Carter said we can ask the question.

Mr. Kluck said they add things to the mix for skate parks.

Ms. Cardona that there are things that can reduce the heat in an urban area.

Mr. Kluck explained the drainage plan which is in the packet. The City is providing 450 cubic yards of dirt for them. It will be re-vegetated but will not be irrigated. There is an area left unfinished for skaters to skate off of the park on to dirt. We need to get ADA approval and will do that soon. They are ready to go on the construction documents. They should start in late March and be done by the end of the fiscal year.

Ms. Vasquez asked when is the ADA approval.

Mr. Kluck said we have not scheduled it yet but in a month. It is designed to meet ADA requirements.

Mr. Carter asked is the only entrance off of the parking lot.

Mr. Kluck said yes, once you get to the skate feature you are on your own. It is not a sports field so it only requires one entrance.

## **7. PUBLIC COMMENT**

None

## **8. COMMISSIONER COMMENTS**

None

## **9. COMMITTEE REPORTS/GOLF AND TREE BOARD**

Mr. Carter said this will continue to be an item on the agenda. These are subcommittees of PARC. If they have any issues to come before us it will be heard here. The Tree Board has been very busy for the last year.

Katherine O'Brien introduced herself as Chair of the Tree Board and introduced Mary Schruben as an active member of the public and the tree board activities. We are always getting together for tree inventories and have been doing them frequently. The Tree Board is part of the Tree City USA requirements. The inventories bring up a lot of helpful information that we can pass on to the Parks Department. We get concerned that the information we pass on is heard and acted on.

### **A. TREE BOARD RECOMMENDATIONS**

Ms. O'Brien said the Tree Board recommendations are in your packet. We have done tree inventories at Ragle Park, the Plaza, City Hall Park and the Water History Park. Our volunteers have mainly come from the Master Gardeners Program and Women Who Walk on Water. She will send Chair Bruneni the dates we are doing tree inventory so that if you would like to volunteer or just come to one session you can. We would love to have you.

Ms. Schruben said the Women Who Walk on Water Organization is part of the Santa Fe Watershed Association. They have adopted a section of the Santa Fe River between Delgado Street and the next little street. They are very gung ho.

Mr. Carter said we need to have them adopt a park so we can put up a sign with their name.

Ms. Schruben said they have plans to go all the way to Patrick Smith Park.

Mr. Carter said tell them thank you for him.

Ms. O'Brien said the Tree Board, with volunteers, hopes to do more inventories this year. We do get a lot of good feedback from people who do inventories. One or two Tree Board members go and a group of volunteers. We measure and identify trees.



Mr. Carter asked you ID species and measure them.

Ms. O'Brien said we do diameter breast height, species, condition of the tree overall, condition of the planting, look for conflicts with sidewalks and power lines, pruning needs, gopher issues and pests. We stay away from esthetics. That is not something we judge. We are trying to keep as many trees as possible.

Ms. O'Brien said we came up with these recommendations in October. She reviewed the list. We would really like PARC to give us your support on these recommendations so the City can work on them.

## **B. MUNICIPAL TREE BOARD STATEMENT IPM**

Ms. O'Brien said we also wanted to let PARC and Parks know we are in full accord with the IPM Ordinance with the City. The statement we approved as a Board is in your packet. This is maybe more critical than you understand. With the warmer temperatures we are not having the amount of insect death that we normally have during cold periods. We are having a lot more insects coming in. Right now we have a honey locust borer coming after the Honey Locust trees. Honey Locust trees are one of the 3 major shade trees we have in Santa Fe. They are very important. We told people during the pinon crisis to take care of their pinons. That helped with the loss of pinons. We need to keep trees in Santa Fe healthy. There is also the Emerald Ash Borer. It is already in surrounding states and gets to New Mexico with firewood. It goes after the Green Ash which is another major shade tree. It is critical to continue using the IPM Ordinance.

Ms. Cardona asked what is IPM

Mr. Carter said Integrated Pest Management.

Ms. Cardona said there is new Legislation that hopefully will pass. It requires all wood coming into the State to be treated.

Ms. Cardona asked do we do public services announcements for free.

Mr. Carter said the only thing we can use is the newspaper.

Chair Bruneni said every PSA costs to produce.

Mr. Carter said in a recent presentation to City Council Victor brought up the Honey Locust. One of the Councilors has several on her property. If they don't get the water and don't get treated well they get a disease. Victor said if it gets like that you have to take it down.

Ms. O'Brien said it is important that we support the IPM Ordinance and Victor.

Chair Bruneni said you put a call to action to us to support your recommendations.

**MOTION** A motion was made by Mr. Dominguez, seconded by Ms. Cardona, to support the recommendations of the Municipal Tree Board to the Parks Division.

**VOTE** The motion passed unanimously by voice vote.

Chair Bruneni said thank you for coming. We look forward to seeing you here again.

#### **10. NEXT MEETING DATE, MARCH 21, 2017**

Ms. Esparza said Community Gardens is hosting a seed exchange at the Railyard on Friday, March 3<sup>rd</sup>, from 5:00 pm to 7:00 pm. She will send the flyer out to the Commissioners.

Mr. Carter said you can bring seeds to exchange. We will be giving out wild seed balls.

Ms. Jackson said it is at the Farmers Market Pavilion at the Railyard.

The next meeting date was confirmed.

#### **11. ADJOURNMENT**

**MOTION** A motion was made by Ms. Vasquez, seconded by Ms. Jackson, to adjourn.

**VOTE** The motion passed unanimously by voice vote.

The meeting adjourned at 6:30 pm.



Victoria Bruneni, Chair



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Elizabeth Martin, Stenographer