



# Agenda

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**Parks and Recreation Advisory Commission (PARC)**  
**Genoveva Chavez Community Center- Conference Room- 3221 Rodeo Rd.**  
**Tuesday, March 21<sup>st</sup> 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- February 21 , 2017
5. Parks & Recreation Department Update
6. New Business
  - A. Introduction of New Members of PARC
  - B. Master Plan Presentation/Review
7. Public Comment
8. Commissioner Comments
9. Committee Reports/Golf & Tree Board.
10. Confirm date, time and location for the next meeting (Tuesday, April 18, 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, MARCH 21, 2017, 5:30 pm**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
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APPROVAL OF MINUTES FEBRUARY 21, 2017	APPROVED	2
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<b><u>NEW BUSINESS</u></b>		
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PUBLIC COMMENT	NONE	6
COMMISSIONER COMMENTS	INFORMATION/DISCUSSION	6-7
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NEXT MEETING	APRIL 18. 2017	7
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**PARKS AND RECREATION ADVISORY COMMISSION  
GENOVEVA CHAVEZ COMMUNITY CENTER CONFERENCE ROOM  
3221 RODEO ROAD  
TUESDAY, MARCH 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, March 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  
Patricia Cardona  
Linda Jackson  
David Sidebottom  
Terrance Foreback

**MEMBERS ABSENT**

James Stodgel, Excused  
Damon Archuleta, Excused  
Tom Dominguez  
Peggy Vasquez

**OTHERS PRESENT**

Rob Carter, Director of Parks and Recreation  
Jessie Esparza, Parks and Recreation Department  
Josh Johnson, Sites Southwest  
Katherine O'Brien, Chair, Municipal Tree Board  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

Mr. Carter asked to move item 6A under approval of agenda.

**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  
FEBRUARY 21, 2017**

**MOTION** A motion was made by Mr. Sidebottom, seconded by Ms. Cardona, to approve the minutes as presented.

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

**5. PARKS AND RECREATION DEPARTMENT UPDATE**

Mr. Carter reported that the budget hearings begin next week. We are moving temps to classifieds. We have a new software we will start up with in early Fall. It is the Community Pass software. It will allow people to register and pay on line. We are starting to get parks ready for the spring and have hiring going on. We are cleaning up the pools and have 2 new features at the top pool that will be added, an alligator and a slide. The Salvador Perez Park renovation has begun. Some fill dirt has been delivered for the Skate Park. We are finalizing our Capital Improvement Program and finishing projects that are part of the 2012 Parks Bond project. We have our new median plan that you have seen. We are getting 500 new trash cans within the next month that are funded from a grant. We are adding 5 new permanent restrooms in 5 parks. The demolition and replacement of the playground located on Governor Miles at Nizohi is started. It is a wooden playground that has deteriorated due to the wood usage. Our Easter Egg Hunt will be at the MRC on Saturday, April 15<sup>th</sup> from 10:00 am to 1:00 pm. We were contacted by the gentleman who does the bandstands. He got a grant and will be providing bands at SWAN Park this summer.

**6. NEW BUSINESS**

**A. INTRODUCTION OF NEW MEMBERS OF PARC**

Mr. Carter introduced Mr. Foreback. He has a background in engineering and some good ideas. Welcome to the meeting.

**B. MASTER PLAN PRESENTATION/REVIEW**

Mr. Carter said we have started the preliminary findings for our Master Plan by meeting with focus groups. We need your involvement and input.

Mr. Johnson, Planner, SITE SW, referred to a map which is part of the packet. SITE SW was hired to do the Parks and Recreation Master Plan. We had a delay at the beginning of contract process and are bringing in a consultant to do the inventory piece

of all the parks on April 20<sup>th</sup>. We have done the kick off meeting with Mr. Carter and staff. We came back at the end of January and met with Councilors Lindell and Harris, District 1 and 4 and spoke by telephone to Councilor Dominguez, District 3. We are meeting with you today as part of the process. We want to get an idea of what the goals of the Commission are for the Plan. What are the gaps in the system and things that need to be fixed. We heard equal access across the system to parks was a big concern. District 1 and 2 are well served but 3 is not. It was annexed not too long ago.

Mr. Johnson asked what are the top priorities for Parks and Recreation in your opinions.

Mr. Sidebottom said the soccer complex.

Chair Bruneni said she agrees. Developing the soccer complex by MRC.

Mr. Sidebottom said we recently created a regional authority.

Chair Bruneni said from a tourism point of view the soccer complex brings in a new demographic, sports teams. It is economic development. The Skate Park is very important for some of our members. Underserved areas access to parks is an issue. The largest population of youth is in District 3. Kids with free time on their hands. Underprivileged and underserved folks live in District 3 and it has the least amount of recreation.

Mr. Johnson said projections show that District 3 is where growth will happen.

Chair Bruneni said accessibility through trail system is a concern. We have trails that end in nowhere.

Mr. Foreback said he echos what the Chair said, interconnectivity with the trail systems is really important for a lot of reasons.

Chair Bruneni said signage is important. Connectivity through trails may allow people to move through the community easier. The Los Solaris section has a lot of development but it does not connect.

Mr. Johnson went over the map.

Ms. Cardona asked are you looking at multi model type treatment of the trail system.

Mr. Johnson asked are you referring to walking and biking.

Ms. Cardona said yes. The most satisfying ones are where you can walk and bike.

Mr. Johnson said we can include that.

Mr. Carter said BTAC has a Trails Master Plan. Multi use is important. Equestrian is for a more natural trail system. A trail system that goes from one end of the city to the other is the most optimal.

Mr. Johnson said we will be completing a trail inventory with this as well.

Ms. Cardona said children like to ride their bikes on trails. Also bathroom are a big issue along trails. There should be bathrooms and drinking fountains every so often.

Mr. Johnson said the inventory will include that as well and can be the basis of our recommendation.

Ms. Cardona said benches along the trail would be good too.

Mr. Carter said this Master Plan will be what this Commission will work on when it is completed. It is what we recommend so when items come forward we can ask is this part of the Master Plan. This will drive us over the next 10 years. This is new. We have never had a Master Plan in Santa Fe for Parks and Recreation. It will tell us what direction we need to go in the future. Trails are very important and they are what the community wants to see. Interconnecting is the key. This is to see where you guys see issues and what you would like to see in this Master Plan. What is lacking and what do we have too much of.

Chair Bruneni said we have too many parks and not enough water. We need to look at the amount of parks we have. Some of them may need to become open space. Lighting is a concern in some of the parks. In some parks, there is lighting that stays on in parts of the park but not the entire park.

Mr. Carter said we will be adding 5 cameras to SWAN park for security issues.

Ms. Cardona said so we are just going through the initial assessment.

Mr. Johnson said yes. We are starting the inventory process in April and the focus groups the first week in April here at the GCC.

Ms. Cardona asked will we be allowed to observe.

Mr. Johnson said absolutely. They will be April 4, 5 and 6. Then we will do another set of focus groups and one public meeting in each Council District. He will send all the dates to Mr. Carter so he can share them with the Commission.

Mr. Carter said we will be coming up with a list of the good and the bad of parks

to go visit.

Mr. Johnson said we will be visiting all of the recreation centers as well.

Mr. Johnson said back to benches we heard from Parks maintenance staff that there is a need to equalize the types of benches in each park.

Ms. Cardona asked how many buildings will be involved and is there any chance of getting an assessment of putting solar on the buildings.

Mr. Carter said we have a group called AMESCO here now doing a study on all the buildings in the City to determine lighting needs, where solar may work and other issues. They are visiting every City building. That is not part of this plan. We have solar panels here but no one is monitoring them right now. That is the way the City is going to be working in the future, to reduce the carbon footprint.

Mr. Johnson said we will look at facility conditions. Structures in the parks as well.

Ms. Cardona asked can we go into the vegetation and landscaping.

Mr. Johnson asked as far as landscape design.

Ms. Cardona said she noticed community gardens in some areas. We should look at terracing. That would provide an added ability for those who are disabled to be able to use them.

Chair Bruneni said ADA accessibility is important.

Ms. Cardona said she has several ideas in terms of the kinds of vegetation and themes we could use.

Chair Bruneni said that would probably come with specific parks. Once this is developed in a broad sense, then we can look at specific parks.

Mr. Johnson said we could include some overarching guidelines for landscaping. What organizations or representatives should we be including in the focus groups other than staff and the obvious.

Chair Bruneni said some element within tourism and outdoor activity organizations.

Ms. Cardona said the Sierra Club and some environmental organizations. Bicycling groups.

Mr. Carter said you should visit BTAC.

Mr. Sidebottom said BTI, bicycle retail.

The Mayors Youth Advisory Committee was suggested as was the Mayors Disability Committee.

Ms. Cardona said senior groups. We could design for safe walking.

Mr. Carter said if any one thinks of anything else email him.

## **7. PUBLIC COMMENT**

None.

## **8. COMMISSIONER COMMENTS**

Chair Bruneni said regarding the adoption program with parks, the verbiage used in how they presented to the her club was that parks does not have enough money to take care of the parks. That is not the right message.

Mr. Carter said you will see what is online is totally different. It is to get the community more involved.

Chair Bruneni said we need to look at how we are launching that. It is about the community.

Mr. Sidebottom asked are the funds going into the City general fund.

Mr. Carter said there are no funds. Groups commit to a 3 year program of taking care of the park at least 4 times a year. If they want to do beatification they provide the labor and we will provide the supplies. They have to meet specifications. If they want to do painting we provide the paint and they the labor. It is a cooperative effort.

Chair Bruneni said it also allows the community service organization some publicity. It benefits both.

Mr. Carter said we have an Adopt-A-Park sign that we will put up.

Mr. Sidebottom said he had a concern about park usage fees and how they were going into the general fund.



Mr. Carter said we just passed a Memorial Resolution where if you want to donate a bench in someone's name in a park you can. It could be in the future if we have a person give us money to build a small dog park at Ft. Marcy, for instance, it will go through the Memorial designation.

Chair Bruneni said we just need to make sure we are using the right wording to sell it.

Mr. Carter said he will make sure.

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

Ms. O'Brien, Chair of the Tree Board, said we will be meeting tomorrow at the rodeo grounds. There is going to be a presentation that you are all invited to attend. It will be at 10:00 am at the beginning of the meeting and will be 30 minutes long. The meeting will be in the Extension offices. The presentation is by Athena Beshur, a Board member of MTB. She compiled the data from the tree inventories that we have done so far. She did the analysis of data as part of her urban forestry final project. The City and community will get the free analysis of the data. There are wonderful graphs included. Our meeting will follow the presentation.

Ms. O'Brien said she is also an officer of Santa Fe Rose Society as well. They are working with Master Gardeners and the City to be the first organization that will adopt a park. We are hoping to meet over the next month. June 17<sup>th</sup> the City, the Master Gardeners Association and the Rose Society will be celebrating the 50<sup>th</sup> anniversary of the Rose Garden at Cornell Park. We would like to get help from the City and we need signage.

Mr. Carter asked do you have the paperwork. Jessie will get you that.

Ms. O'Brien said send the paperwork to the President, Jack Ortega.


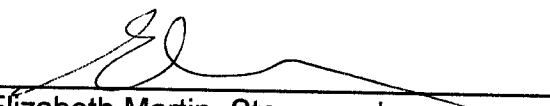
## **10. NEXT MEETING                      APRIL 18. 2017**

## **11. ADJOURNMENT**

**MOTION**     A motion was made by Mr. Foreback, seconded by Mr. Sidebottom, to adjourn the meeting.

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

The meeting adjourned at 6:30 pm.

  
Victoria Bruneni, Chair  
Elizabeth Martin, Stenographer