



DATE 5/9/18

TIME 12:28 PM

Agenda

PREPARED BY Jessie Esparza

APPROVED BY *AW*

**Parks and Recreation Advisory Commission (PARC)
Genoveva Chavez Community Center- Conference Room- 3221 Rodeo Rd.**

Tuesday, May 15, 2018

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- Tuesday, April 17, 2018
- 5) Parks & Recreation Department Update
- 6) New Business
- A) FINAL APPROVAL OF MASTER PLAN, PUBLIC HEARING**
- 7) Commissioner Comments
- 8) Committee Reports/Golf & Tree Board.
- 9) Confirm date, time and location for the next meeting (Tuesday, June 19, 2018)
- 10) 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, MAY 15, 2018, 5:30 PM**

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**PARKS AND RECREATION ADVISORY COMMISSION
GENOVEVA CHAVEZ COMMUNITY CENTER
CONFERENCE ROOM, 3221 RODEO ROAD
TUESDAY, MAY 15, 2018, 5:30 PM**

1. CALL TO ORDER

The meeting of the Parks and Recreation Advisory Commission was called to order at by Chair Victoria Bruneni at 5:40 pm on Tuesday, May 15, 2018 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
David Sidebottom
Terrence Foreback
Peggy Vasquez
(2 vacancies)

MEMBERS ABSENT

Tom Dominguez, Excused
Damon Archuleta

OTHERS PRESENT

Chris Sanchez, Interim Parks and Recreation Director and Interim Community Services Director
Richard Thompson, Recreation Division Director
Phyllis Taylor, Site SW
Katherine O'Brien, Chair, Municipal Tree Board
Pancho Sobien, 2823 Agua Fria, Santa Fe, NM
Nick Smith, 153 Duran St., Santa Fe, NM
Mary Schruben, 2119 Rancho Siringo Rd., Santa Fe, NM
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Ms. Vasquez, seconded by Ms. Cardona, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
APRIL 17, 2018**

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

VOTE The motion passed unanimously by voice vote.

5. PARKS AND RECREATION DEPARTMENT UPDATE

Chair Bruneni reported that Rob Carter is no longer with the Parks and Recreation Department. She introduced Chris Sanchez who is the interim Parks and Recreation Director and the interim Director of Community Services.

Mr. Sanchez thanked the Commission for having him there. He is excited about working with Parks and Recreation. Transitions are hard. There is discussion about bringing Community Services and Parks and Recreation together. Until then he has had the opportunity to meet with the management of Parks and Recreation and he has let them know what his expectations are. He wants the Department to be customer focused. He follows the same type of leadership plan with his Community Services staff as well. He will station here a couple of days a week to help move things forward. He is glad to be a part of this. The Master Plan you are talking about today is a good road map

Commissioner Cardona asked what are your priorities for the Parks Department.

Mr. Sanchez said for the first 30 days he will take a good look and analyze what is happening within the Department. He has seen a lot of good things. He will set out goals and objectives. Weeds and medians are at the top of the list. Lifelink is helping by putting homeless off the street to work at removing the weeds. He wants to make sure that is working. Transition is always tough. He wants to make sure people feel comfortable and safe that this will be done well. Staffing is an issue as well.

6. NEW BUSINESS

A. FINAL APPROVAL OF MASTER PLAN, PUBLIC HEARING

Chair Bruneni opened the public hearing on the Master Plan at 5:47 pm.

Ms. Taylor gave a brief overview of the Master Plan.

Ms. Taylor said this Plan is still going through public hearings. We have updated

the information from comments received and did a serious update to recommended an approach to operations and maintenance to make it more regional specific. The Tree Board comments were added. We tied our recommendations to the Facility Asset Management Plan done for the City and tied the recommendations back to the CIP for the Department so that aligns. We did a public meeting last summer. One of the big issues is that the Department has quite an inventory of parks they maintain and that creates a need for expense and staff that you would not normally have in a City of this size. It is somewhat similar to other cities who are tourism orientated. We have incorporated trails and have tied this back to what the Sustainability Commission is doing.

Chair Bruneni opened up the hearing for public comments.

Mr. Sobien said he was there for the public hearing, but just to listen.

Ms. Schruben said she did look at the changes. She still thinks we have a long way to go. As the Parks Department defines new operations and best practices we can incorporate into the document. She would like to see a much tighter link to the matrix of the Parks and the budget. She would like to see a public document that reports on a regular basis which parks are going to have general changes made so that the public can be aware of what is happening in the parks and the cost. There is a lot of uncertainty right now. More communication is always beneficial. We have a lot of outstanding debt for the parks. Some is dedicated, some not. We need to be sure the public gets their money worth out of it. Linking each year's plan to operations would be excellent for public to see.

Mr. Smith said he was there for the hearing, but just to listen.

There were no additional public comments to be made.

Chair Bruneni closed the public hearing at 5:56 pm.

Chair Bruneni asked for Commissioner questions and comments.

Commissioner Cardona said she has one issue. The issue is finding ways to turn the buildings over to the use of renewable energy where possible.

Mr. Thompson said the vertical assets are maintained and planned and approved by Public Works. There is an Office of Sustainability there with Mr. John Alejandro as the point person.

Commissioner Cardona asked do we have an idea of how many of our facilities are powered by renewable energy.

Mr. Thompson said none are 100%. This facility has a solar array in the parking

lot.

Commissioner Cardona said we should pursue looking at that. Maybe not this year but next year by working with the Sustainability Commission to implement it.

Mr. Sanchez said that is a good idea.

MOTION A motion was made by Commissioner Foreback, seconded by Commissioner Cardona, to approve the Master Plan as presented.

VOTE The motion passed unanimously by voice vote.

Mr. Sanchez said this document is incredibly large. By the time it gets to City Council they will not read the whole thing. We need to do an executive summary for Council.

Mr. Thompson said he will prepare a memo and the power point presentation can be in the packet.

Mr. Sanchez said it needs to be short and to the point

Mr. Sanchez asked has any of this been shared with the Councilors.

Ms. Taylor said no.

Mr. Sanchez said we need to sit down with them before Council so when they meet we already know what the issues are. Make sure to run it through Councilor Harris.

7. COMMISSIONER COMMENTS

None.

8. COMMITTEE REPORTS/ GOLF AND TREE BOARD

Ms. O'Brien said we lost a member, Athena Beshur, who is working on getting her graduate degree. She made a recommendation for her replacement.

Mr. Thompson said the Municipal Tree Board has to approve the recommendation and then the Chair of PARC approves that.


Ms. O'Brien said we have been working hard on the tree inventories. It is very exciting. We are into the 3rd year of these with the Tree Board overseeing it and directing it. We started in May and have 9 sessions throughout the year.

Mr. Thompson said our golf superintendent greens keeper resigned. The ad for the replacement closes this Friday. With Chris we hope to get a streamlined process for getting someone on board. Our Manager is out on maternity leave so it is a challenge to cover everything.

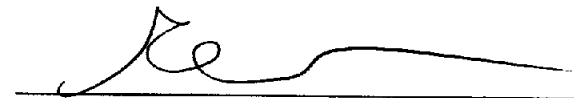
**9. NEXT MEETING
JUNE 19, 2018**

10. ADJOURNMENT

There being no further business before the Commission the meeting adjourned at 6:10 pm.

A handwritten signature in black ink, appearing to be 'Victoria Bruneni', written over a horizontal line.

Victoria Bruneni, Chair

A handwritten signature in black ink, appearing to be 'Elizabeth Martin', written over a horizontal line.

Elizabeth Martin, Stenographer