



# Agenda

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**Parks and Recreation Advisory Commission (PARC)  
Parks & Recreation Office - Conference Room- 1142 Siler Rd, Bldg C  
Tuesday, March 19, 2019  
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, January 22, 2019**
- 5) Parks & Recreation Department Update
- 6) New Business
  - A. Review and discuss Master Plan
  - B. Ortiz Park Camera Eyes (Joseph Cosby/Richard Thompson)
  - C. Ortiz Park Retaining Wall/Erosion (Joseph Cosby/Richard Thompson)
  - D. Large Dog Park at Fr. Marcy Park (Joseph Cosby)
  - E. Employee Appreciation Day (Joseph Cosby)
- 7) Public Comments:
- 8) Commissioner Comments
- 9) Committee Reports/Golf & Tree Board.
- 10) Confirm date, time and location for the next meeting (**Tuesday, April 16, 2019**)
- 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.

**RECEIVED AT THE CITY CLERK'S OFFICE**

**DATE: March 13, 2019**

**TIME: 2:07 PM**

Parks and Recreation Advisory Commission  
Meeting Index  
March 19, 2019

Item	Description	Page
Cover Page		0
Call to Order	Victoria Bruneni, Chair of PARC called the meeting to order at 5:34 p.m. in the Conference Room of the Parks and Recreation Offices.	1
Roll Call	A quorum was established with roll call.	1
Approval of the Agenda	Ms. Vasquez moved to approve the agenda as presented with a second from Ms. Cardona which passed by voice vote.	1
Review and Approval of Minutes from January 22, 2019	Ms. Vasquez moved to approve the minutes as presented with a second from Ms. Cardona which passed by voice vote.	1
Parks and Recreation Department Update		1,2
New Business:		
<ul style="list-style-type: none"> <li>Ortiz Park Camera Eyes</li> </ul>	Discussion Only	2,3
<ul style="list-style-type: none"> <li>Ortiz Park Retaining Wall/Erosion</li> </ul>	Discussion Only	3
<ul style="list-style-type: none"> <li>Large Dog Park at Ft. Marcy</li> </ul>	Discussion Only	3,4
<ul style="list-style-type: none"> <li>Employee Appreciation Day</li> </ul>	Mr. Sidebottom moved to support the Parks Department presenting the Master Plan to City Council with a second from Mr. Cosby which passed by voice vote.	4
<ul style="list-style-type: none"> <li>Review and Discussion Master Plan</li> </ul>	Mr. Sidebottom moved to authorize Mr. Cosby to pursue an appreciation day for staff who worked on the dog parks, with a second from Ms. Cardona which passed by voice vote.	4,5
Public Comments		5
Commissioner Comments	Discussion Only	5,6
Committee Reports/Golf and Tree Board	Discussion Only	6
Confirm date, time and location for next meeting (April 16, 2019)		6
Adjournment	There being no further business to come before the Parks and Recreation Advisory Commission the meeting was adjourned at 6:40 p.m.	7
Signatures		7

**PARKS AND RECREATION ADVISORY COMMISSION MEETING  
Parks and Recreation Offices, 1142 Siler Road, Building C  
March 19, 2019 – 5:30PM to 6:30 PM  
MEETING MINUTES**

**1. CALL TO ORDER**

Victoria Bruneni, Chair of PARC called the meeting to order at 5:34 p.m. in the Conference Room of the Parks and Recreation Offices. A quorum was established with roll call.

**2. ROLL CALL**

**Present:**

Victoria Bruneni, Chair  
Peggy Vasquez, Vice Chair  
Patricia Cardona  
David Sidebottom  
Joseph Cosby

**Absent/Excused:**

Terence Foreback  
Loralee Freilich

**Staff & Others Present:**

John Munoz, Director Parks and Recreation Director  
Richard Thompson, Parks Director  
Linda Vigil, Stenographer  
Mary Schruben, Tree Board  
Katherine O'Brien, Tree Board

**NOTE: All items in the packet for all agenda items were incorporated herewith by reference. The original packet is on file with the City Parks and Recreation Staff.**

**3. APPROVAL OF AGENDA**

**MOTION:** Ms. Vasquez moved to approve the agenda as presented with a second from Ms. Cardona which passed by voice vote.

**4. REVIEW AND APPROVAL OF MINUTES FROM January 22, 2019**

**MOTION:** Ms. Vasquez moved to approve the minutes as presented with a second from Ms. Cardona which passed by voice vote.

**5. PARKS AND RECREATION DEPARTMENT UPDATE**

Mr. Thompson discussed his report that staff had started to disconnect water meters from the Parks in the fall. In April they start them up for the Spring sports. (See Exhibit A)

Irrigation will begin April 1, 2019. Swan Park and MRC run on reuse they calibrate the meter to report to NMED

Mr. Thompson discussed the Ft. Marcy Dog Park progress. The fence is going up on Wednesday. There are benches and there are concrete pads installed. For the plaza they will cut the drains for the elms and sod will start once the grass farms are ready

Mr. Thompson reported that the baseball leagues start playing in April. A new sewer line was put in at Ft. Marcy, they found some issues with it.

Mr. Thompson reported that the boiler at Frenchy's barn has been replaced. The wood chips at playgrounds will be placed in.

Mr. Thompson stated due to some discouraging reports on FB they have been working on several parks.

Mr. Thompson states they are trying to fill the seasonal jobs early.

Mr. Thompson discussed the wooden signs at parks, they are being replaced with metal signs and look nice.

Mr. Thompson stated the Torreon Park that was to be renamed is ready they are waiting to set a date from the family.

Mr. Thompson states the rose parks received two more memorial benches and there will be a rose pruning class coming up.

Mr. Thompson stated the community garden spring sign up is started.

Ms. Cardona asked about the constituent issues. Have there been new complaints?

Mr. Thompson stated they deal with complaints daily. The Constituent Services Department has undergone some changes but they are looking into pulling the data by District.

## **6. NEW BUSINESS:**

- **ORTIZ PARK-CAMERA EYES**

Mr. Thompson reported they looked into the matter, and they aren't sure how it got there. It may be operable, it is probably there as a deterrent. The City IT, Police or

PARC did not place it there. There is not any electric connection to it.

Chair Bruneni suggests it be removed and confiscated. There could be false hopes that the camera works and if a crime occurs they could be held liable.

- **ORTIZ PARK-RETAINING WALL/EROSION**

Mr. Thompson reported there is a dump in that area that is closed and not permitted. They do not touch the soil. There is a walkway that they need to address. There is a private road they would like to get permanent solutions there.

Mr. Thompson states Public Works and Land Use would probably need to get involved.

Ms. Cardona asked what kind of things were dumped in that area, if there are concerns for industrial waste or radioactive waste they need to know.

Mr. Thompson states it is under surveillance for methane and other gases by NMED.

Ms. Cardona states sometimes there is radioactive dumping in other cities. Mr. Thompson states that ESD is across the way and Ms. Sitton pulls the monitoring permits for detectable things.

Ms. Cardona would like them to make sure there isn't radioactive elements.

Mr. Cosby would like to discuss the area in the corner with the drop wondering if it is erosion.

Mr. Thompson states they cannot touch the landfill itself. Under the terms of closure they are not allowed to excavate.

- **LARGE DOG PARK AT FT. MARCY**

Mr. Thompson discussed the drainage issue, they are also concerned and they worked with the architect. They trenched to an underground sump. The idea is to put wood fiber and the covering safety surfacing. The ribbon cutting event will be this spring.

Mr. Cosby asked what the man made pieces are made from. Mr. Thompson stated it is compressed material that they use frequently.

Mr. Cosby states that they were told the fiber was to be placed in the small dog park.

Mr. Thompson explained how the small dog park came to be. A citizen came with a donation for the larger park.

- **EMPLOYEE APPRECIATION DAY**

Mr. Cosby states he spoke to the Espanola Humane Society and they like the concept of the appreciation day.

Mr. Cosby discussed he would like to have an event at the dog park and not the focus on the people who use it but rather for the people who maintain the parks. (*The City employees*)

Mr. Cosby stated Friends of the Park are doing an event but may plan it on the weekend. However the City employees would not be able to attend.

Mr. Cosby would like to invite The Mayor and perhaps have donuts and coffee for the employees.

Ms. Cardona suggests the animal rights folks be invited as well. Chair Bruneni stated this may require a subcommittee meeting to plan. Mr. Cosby can help oversee that.

**MOTION:** Mr. Sidebottom moved to authorize Mr. Cosby to pursue an appreciation day for staff who worked on the dog parks, with a second from Ms. Cardona which passed by voice vote.

- **REVIEW AND DISCUSS MASTER PLAN**

Mr. Thompson stated most of the members were a party to the master plan. Mr. Cosby and Ms. Freilich are the newest members and are not aware of it.

Mr. Thompson stated the PARC approved to present to Council however, they were not on the agenda.

Mr. Thompson states there are no funds to revisit the master plan. It has to be approved in its entirety.

Chair Bruneni explained the master plan and the process of it. Mr. Thompson stated the PARC noted the missing input and Tree Board and Mountain Bike Societies.

Mr. Thompson states at Council it needs to be read twice at City Council

**MOTION:** Mr. Sidebottom moved to support the Parks Department presenting the Master Plan to City Council with a second from Mr. Cosby which passed by voice vote.

Ms. Vasquez asked if it was ever posted on the City Council Agenda. Mr. Thompson stated it was pulled off.

Mr. Thompson states Mr. Munoz would like to see it on the agenda soon, however he

wanted support from PARC first.

Ms. Cardona asked that they be notified of the Council Meeting. Mr. Thompson will have the link sent out for review.

Mr. Cosby asked for a copy of the Ordinance or Resolution which created the PARC. , Mr. Thompson will send that to him as well.

## **7. PUBLIC COMMENTS**

Ms. Schruben states the Water Conservation Commission is having water community conversations. There has been one meeting and there are four more scheduled. There are different topics for each one. She suggest they attend one.

Ms. Schruben states the Commission will get with a small, medium and large restaurant to work on water conservation.

Ms. Schruben would like PARC to know that the parks falls under industrial use. The Santa Fe River Commission met in February and approved a Resolution adopting the Stormwater Management Plan. She met with Ms. McDonald about the possible uses for parks. The City received a grant to pilot projects under MS-4 which gives Communities an opportunity plans that are unique to our environment. The Stormwater Plan is posted on the Public Works website for review. She suggests they adopt the Resolution.

Chair Bruneni states a staff liaison has to present the plan to PARC for support.

Ms. Cardona asked that the link to the Park Master Plan and the Stormwater Plan be sent out to get familiar with it.

Ms. Schruben states there was parts in the appendixes that reference the Stormwater Plan for the Parks.

## **8. COMMISSIONER COMMENTS**

Chair Bruneni announced that Mr. Dominguez has stepped down so there is a vacancy on the Commission. Mr. Dominguez represented the County, if there are any suggestions they may contact the Chair or Mr. Thompson.

Mr. Munoz did not get to present his report, he would like to briefly discuss.

Mr. Munoz reiterated the plaza with begin the sodding process. There are over 400 events on the plaza with a lot of foot traffic. There are a lot of concerns with preserving the trees.

Mr. Munoz states the fields are getting prepared for sports events. By Ordinance the crews use hand tools until sunrise and then motorized tools after. He was contacted by a hotel owner contacted him about noise. He addressed it.

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

Ms. O'Brien reported they listed their goals and want to celebrate Arbor Day. There is a class at an elementary and a tree planting nearby on April 22 and April 25, 2019.

Ms. O'Brien explained some events they will attend to let the City know there is a Tree Board.

Ms. O'Brien states they are conducting a tree inventory starting in Ortiz Park.

Ms. O'Brien states when the Tree Board was created there was to be a member of her board on the PARC. Chair Bruneni states Mr. Dominguez filled that position, and now that spot is vacant. They will follow up on that.

Ms. Cardona states the events can be shared by emailed. Ms. Cardona asked if there are any other vacancies. Before she asks around, if the position is open for the Tree Board they can have Ms. O'Brien on.

## **10. CONFIRM DATE, TIME AND LOCATION OF NEXT MEETING**

Chair Bruneni would like to discuss the location of the next meeting. The Siler Road offices were tested out for the winter months now that it is spring they can decide if they want to go back to the GCCC.

Ms. Cardona asked if there is an issue coming before the PARC where there would be a lot of public comment they can move. Chair Bruneni states there is not anything foreseeable.

Mr. Munoz states there will be an upcoming park naming where signatures were already collected and there may be public to support it. Once they know it is coming he will let them know. Chair Bruneni states they will decide at that point.

Ms. Bruneni explained they have noticed the City Council has had their meetings in different areas it may be a good idea to have it nearby a park if there is an issue in that area.

Chair Bruneni states they will meet here on Siler on a month by month basis.

Ms. Cardona is concerned if there is public waiting to attend a meeting, a week's notice may not be sufficient time.




Chair Bruneni states the agenda gets put out a week in advance no matter what.

#### **11. ADJOURNMENT**

There being no further business to come before the Parks and Recreation Advisory Commission the meeting was adjourned at 6:40 p.m.

#### **SIGNATURES**

  
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~~Victoria Bruneni, Chair~~  
\_\_\_\_\_  
Linda Vigil, Stenographer

John, Parks current update from Chris & Gary/parks superintendents  
(I'll print and place in folder w/copies of Agenda & January Minutes

Max & Friends Dog park @ Ft. Marcy is starting to come together  
2 benches & 3 slabs, next week installing fencing

Sodding the plaza /weather permitting 2-3 weeks

Irrigation beginning April 1/ Water meters for Parks

Baseball in Spring (Leagues begin practice on April 1, city sports fields)

New Sewer Line installing @ Ft. Marcy/ proper drainage

Replaced the Boiler @ Frenchys barn (heat) will begin Permitting 4/1/19

Replacing wood chips at playgrounds throughout the City of Santa Fe Parks

Major cleanup: Franklin Miles, Herb Mtz, Monica Lucero, Villa Linda & Ashbaugh

Filling Parks Seasonal & Classified positions

Replace the La Farge Library Sign

Torreon Park sign/Mike T. Jaramillo Memorial

Harvey Cornell Park/Rose Gardens Society Memorial bench was installed by parks crews. Rose Pruning Class @ Cornell Saturday, April 13, the pres/ Santa Fe Rose Society, Jack Ortega, will give a class on rose pruning from 9 -9:30 am at the garden

Community Gardens begins Spring sign up for Garden plot

Evilb7A