City of Santa Fe

Agenda

Parks and Recreation Advisory Commission (PARC)
Genoveva Chavez Community Center – Conference Rm – 3221 Rodeo Rd.
Tuesday, May 21, 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-**March 19, 2019**

5) Parks & Recreation Department Update

6) New Business

7) Public Comments:

8) Commissioner Comments

9) Committee Reports/Golf & Tree Board.

10) Confirm date, time and location for the next meeting (Tuesday, June 18, 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:	May 15, 2019
TIME:	1:39 PM

Parks and Recreation Advisory Commission
Meeting Index
May 21, 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	Mr. Sidebottom 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 March 19, 2019	Mr. Sidebottom moved to approve the minutes as presented with a second from Ms. Cardona which passed by voice vote.	1
Parks and Recreation Department Update	Discussion Only	2-5
New Business	None	5
Public Comments	None	5
Commissioner Comments	Discussion Only	5
Committee Reports/Golf and Tree Board	Discussion Only	5-6
Confirm date, time and location for next meeting (June 18, 2019)		6
Adjournment	There being no further business to come before the Parks and Recreation Advisory Commission the meeting was adjourned at 6:27 p.m.	7
Signatures		7

PARKS AND RECREATION ADVISORY COMMISSION MEETING
Genoveva Chavez Community Center, Conference Room
May 21, 2019 – 5:30PM to 6:30 PM
MEETING MINUTES

1. CALL TO ORDER

Peggy Vasquez, Vice-Chair of PARC called the meeting to order at 5:33 p.m. in the Conference Room of the Parks and Recreation Offices. A quorum was established with roll call.

2. ROLL CALL

Present:
Peggy Vasquez, Vice Chair
David Sidebottom
Joseph Cosby
Patricia Cardona

Absent/Excused:
Victoria Bruneni, Chair
Loralee Freilich

Staff & Others Present:
Jennifer Romero, MRC
Richard Thompson, Parks Director
Jesse Esparza, Parks Division
Linda Vigil, Stenographer

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: Mr. Sidebottom 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 March 19, 2019

MOTION: Mr. Sidebottom 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 explained the budget has been submitted and approved. There is extra money for reclassification of supervisory positions. Those are non-budget items and

may be approved fairly simply.

Mr. Thompson stated that Parks got some bad press in April. They have since instituted more park sweeps and are giving some extra care. They refilled the playgrounds mulch and rock.

Mr. Thompson discussed the aeration and seed for the parks. They won't fertilize yet due to the good moisture. They has hoped to re-sod the plaza but didn't, this spring a lot of grass came back

Mr. Thompson discussed part of a metal fence was removed when a young man impaled himself on it and that portion was not returned by the Fire Dept. They will have to replace it. They will close Old Santa Fe Trail and place the large ornamental planters and tables and chairs in the street.

Mr. Thompson explained they are wrapping large dog park and putting in the obstacle course together. Then they will mulch it. At Ragle Park they are still experiencing vandalism to the large play structure.

Mr. Thompson reported they had the ceremony for the renaming of Torreon Park rename. Mr. Thompson stated the medians may have extra money so they will go with short term contracts for the major one around the city.

Mr. Thompson discussed the fishing derby to be held on June 1, 2019. Flyers for the event were passed out. (See Exhibit A) The licenses fees are waived. Parks and Rec will provide extra rods.

Ms. Cardona asked about the budget since they never see it, she wanted to know the increase.

Mr. Thompson stated it was up by 6.4 % in salaries and contracts and operating supplies. They gave up some funds for out of state travel.

Ms. Cardona asked about upgrading the work order system.

Mr. Thompson explained the admin assistant that worked on it has moved. They never transferred it over. Mr. Munoz often asks for data. He needs to know numbers associated with the work.

Ms. Cardona asked about the the Constituent Services database.

Mr. Thompson stated the Director Sevastain Gurule is retiring after 27 years. The entire staff has been moved to Council Liaisons and so they have restructured completely. He can try to get some information from the database. There is not a column for Council Districts. They can go through every single complaint.

Mr. Cosby asked what is the conversation and database.

Mr. Thompson explained the CRM System. The request of the source of the problem by Council district may be difficult to pull. Mr. Thompson can pull the complaints entered by the Councilors directly.

Mr. Thompson can show them how to do them. Some are taken care of and some are non-issues. Mr. Carter years back told the public to report weeds in their yard, and that is not a park issue. So many of those still come in as complaints.

Ms. Cardona would still like to see that.

Ms. Romero of the MRC and Golf Course Director introduced herself. Ms. Romero stated they are in the middle of the peak season. There is a lot of league activity in Soccer, Softball, Hardball and other activities.

Ms. Romero explained the Golf Course has daily maintenance and tournaments are already scheduled. As far as staffing they hired a new Superintendent he came from the Black Mesa Golf Course.

Ms. Romero reported they are currently working with HR to post and merge two seasonal positions to one full time position.

Ms. Romero stated it is the end of FY and they are closing out PO's. The recreation side is dealing with lifeguard shortages. Ms. Romero stated a boiler went out at Ft. Marcy that may cause an issue with the pool. There may be complaints. Ms. Liz Roybal is going to meet with the City Manager to expedite the repair.

Ms. Cardona asked how old the boiler was. They are not sure.

Mr. Thompson reported that Salvador Perez is also closed for renovations.

Mr. Cosby asked if Ft. Marcy is also on Solar or are there plans to do it. Mr. Thompson states there are plans.

Mr. Cosby asked if it's a bond item. Mr. Thompson stated not yet.

Mr. Thompson states Streets won't get any bond money because they get gas tax money.

Mr. Cosby asked what the total staff at the Golf Course is.

Ms. Romero stated there is 8 total. That includes administrative, and marketing and golf pros and mechanics. They are hopeful to fill the vacancies.

Ms. Cardona asked what the marketing department aims to do. Ms. Romero explained that for Golf Course they do all promotions, graphic design branding, engaging with vendors to get the best deals for the facility. They also do ad placement, they do radio ads, and ad placement. Ms. Romero explained they are in a magazine, and have cards at hotels, right now they are working on video production. They will be on televisions all over the city

Ms. Cardona asked what the relationship is between Constituent Services and the Golf Course.

Ms. Romero explained they share press releases etc., their goal is to target their demographic to increase revenue. They want to show their course and compete with other golf courses.

Ms. Romero explained there are two events this FY. They budgeted for some special events, the coordinator will help with events around the City.

Ms. Cardona asked if they have any programs for the youth to start them with golfing.

Ms. Romero explained the little linksters program. They have youth six week program and can shuttle the youth to GCC there is an opportunity to go directly to the course. They teach them the basics of golf. At the end of the week, they get to play a round and have a meal. It continues after the youth takes it the scholarship fund to get five rounds of golf.

Ms. Cardona asked how many participate and what schools are involved.

Ms. Romero would have get the exact number, it is $85 for the program. There is also an intermediate program. Ms. Romero explained the High Schools are also involved for their Golf Teams. She can send some additional information.

Ms. Romero discussed the marketing staff for Recreation also promoted the movies held at the parks.

Ms. Cardona asked it is not just the Golf Course they work on.

Ms. Romero stated the marketing coordinator just focuses on the Golf Course and those events. The other one works on many other events.

Ms. Romero would eventually like to have one marketing group.

Mr. Cosby was impressed, he asked what is the revenue compared to expense. Ms. Romero has the numbers and can share them.

Mr. Cosby asked if they are an enterprise. Mr. Thompson explained they have

expenditures and incomes. There is an annual report based on assets. Mr. Thompson they don't publish but they can go through the Records Liaison. The City publishes it as a whole.

Ms. Romero states for the MRC and Golf Course the idea was to be an enterprise fund but salary is a big expense. They get GRT to offset to subsidize the budget.

6. NEW BUSINESS:

There was not any new business.

7. PUBLIC COMMENTS

There was not any public comment.

8. COMMISSIONER COMMENTS

Mr. Cosby states he has visited Parks and had some complaints about goatheads. Is there something that be done and can they do it. Can the Parks staff show them what they are and let the residents do it.

Mr. Thompson explained they cannot spray in the parks. They can manually remove them. They can publish information to them. The ICM used to feature a pest of the week.

Mr. Cosby asked if they can they post it at the parks.

Mr. Thompson states there not any bulletin boards. There is the Adopt a Park they can put one up and give them a key. With their staff, they don't have time to tend to those things.

9. COMMITTEE REPORTS GOLF/TREE BOARD

Mr. Thompson states the Tree Board meets tomorrow.

Ms. Romero explained the Golf Course Advisory Committee meets quarterly and they meet in June. They are currently a subcommittee to look at the rate structure. There were some proposals submitted with the budget. They will bring to the Commission for approval.

Ms. Cardona asked what the criteria for looking at the rates is.

Ms. Romero can't answer it now but they are looking at GCCC they want standard rates

across the board.

Mr. Sidebottom states many of the Golf courses in the subdivisions are failing.

Ms. Cardona asked how much water is used at the Golf Course.

Ms. Romero explained they use effluent water and are looking at water shortages for the future. They did an irrigation audit it is really all based on funding. They received options to make repairs. They receive a discharge permit that states they can receive up to two million gallons per day for the irrigation. They don't use that much. The system is 21 years old. They have saved 15% efficiency on other factors. Irrigation repairs, evaporated loss etc.

Ms. Cardona asked if they are looking at the water levels and how to save.

Ms. Romero explained it is effluent and there are others using from that source.

Ms. Vasquez asked which other park uses it. Mr. Thompson states Swan Park uses it. Las Soleras is a perfect candidate.

Ms. Romero discussed the other outside users and how they manage the water to them based on their needs.

Ms. Cardona asked how they monitor. Ms. Romero states there is a meter.

Ms. Romero states if more outside users use it that would definitely affect it.

Ms. Cardona asked are there contracts to assign how much. Ms. Romero states there are discharge permits.

Ms. Romero explained the timers and reset and reduce turf. Ms. Cardona asked does the City absorb that cost. Ms. Romero explained that Wastewater Department would. They don't have the item in their budget they are looking into it.

Ms. Cardona explained the water master changes with Texas.

10. CONFIRM DATE, TIME AND LOCATION OF NEXT MEETING

Ms. Vasquez states the next meeting is June 18th here at the GCCC. Mr. Thompson explained that they can have the meetings at other facilities.

11. ADJOURNMENT

There being no further business to come before the Parks and Recreation Advisory Commission the meeting was adjourned at 6:27 p.m.

SIGNATURES

~~**Victoria Bruneni, Chair**~~ Peggy Vasquez, Vice Chair

Linda Vigil, Stenographer

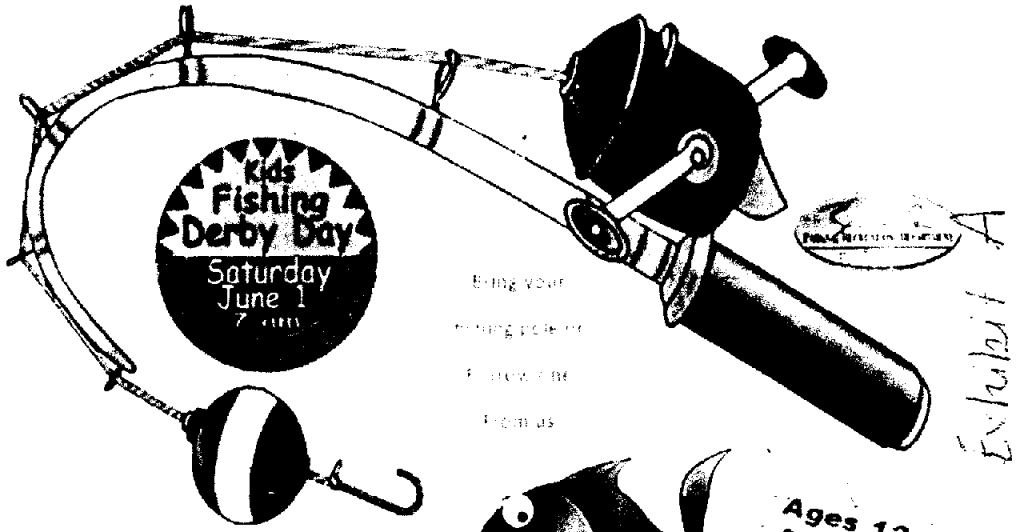


Exhibit A

Ages 12 & under

Who: Children 12 years old and under

What: Children's Fishing Derby

When: 7 a.m. – noon Saturday June 1 2019

Where: Santa Fe River Park (S. Parque de Rio from Cerrillos Ave. upstream to Old Santa Fe Tra

SFPS