



Agenda

**Parks and Recreation Advisory Commission (PARC)
Genoveva Chavez Community Center Conference Room - 3221 Rodeo Rd
Tuesday, November 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, August 20, 2019**
- 5) Parks & Recreation Department Update
 - A. Large Dog Park Ft. Marcy (Max & Friends)
 - B. Status of "Parks Ranger" program (Joseph Cosby)
 - C. Possible alternatives for "Off-leash" dog enclosed areas on Southside Parks
 - D. RE: Meeting with the Interfaith Community Shelter?
- 6) New Business
 - a) Consideration and approval of an additional Dog Park in the Bellamah neighborhood (Richard Thompson, Parks Division Director)
 - b) Proposal for Ron Shirley Park (possibly SWAN)
- 7) Public Comments:
- 8) Commissioner Comments
 - A. Select a Tour(s) of various parks, golf course etc. (Joseph Cosby)
 - B. Advisory Boards; a member of City Council assigned and attends PARC meeting (Joseph Cosby)
- 9) Committee Reports/Golf - Subcommittee
 - A. Don Symington & Robin Martinez letter/resume for potential Golf /Marty Sanchez Links de SFe
- 10) Confirm date, time and location for the next meeting (Tuesday, December 17, 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:	November 13, 2019
TIME:	2:33 PM

Parks and Recreation Advisory Commission
November 19, 2019

Item	Motion/Description	Page
Call to Order	Ms. Bruneni, Chair of PARC called the meeting to order at 5:38 p.m. in the Conference Room of the Genoveva Chavez Community Center.	1
Roll Call	A quorum was established not established.	1
Approval of the Agenda	This item could not be voted on due to a lack of quorum.	1
Approval of the Minutes August 20, 2019	This item could not be voted on due to a lack of quorum.	1
Parks and Recreation Department Update	Discussion Only	1-2
A.) Large Dog Park at Ft. Marcy		2-3
B.) Status of "Parks Ranger" Program		3
C.) Possible alternatives for "Off Leash" dog enclosed areas on Southside Parks		3
D.) RE: Meeting with the Interfaith Community Shelter		3
New Business	Discussion Only	3-4
A.) Consideration and approval of an additional Dog Park in the Bellamah neighborhood		
B) Proposal for Ron Shirley Park (possibly SWAN)		4
Public Comments		4
Commissioner Comments	Discussion Only	4
A. Select a Tour(s) of various parks, golf course etc.		
B. Advisory Boards; a member of City Council assigned and attends PARC meeting		4-5
Committee Reports Golf/Tree Board Don Symington & Robin Martinez letter/resume for potential Golf/Marty Sanchez Links de SFe		5
Confirm date, time and location of next meeting (Tuesday December 17, 2019)		5
Adjournment	With all business conducted, the PARC adjourned at 6:35 p.m.	5

Parks and Recreation Advisory Committee
Parks & Recreation Department
Conference Room Genoveva Chavez Community Center
November 19, 2019
5:30 pm

1. CALL TO ORDER

Ms. Bruneni, Chair of PARC called the meeting to order at 5:38 p.m. in the Conference Room of the Genoveva Chavez Community Center. A quorum was not established.

2. ROLL CALL

Present:

Victoria Bruneni, Chair
Peggy Vasquez, Vice Chair

Absent:

Joseph Cosby
Patricia Cardona
David Sidebottom

Staff and Others Present:

Richard Thompson, City Parks Director
Linda Vigil, Stenographer
Mary Schruben, Citizen
Vladimir King, Citizen
Susan Bodenstein, Citizen
Katherine O'Brien, Tree Board
Leah Carter, Citizen

NOTE All packet information is on file with the City Parks and Recreation Staff, any items presented at the meeting are marked as exhibits and attached.

3. APPROVAL OF AGENDA

MOTION: This item could not be voted on due to a lack of quorum.

4. REVIEW AND APPROVAL OF MINUTES FROM August 20, 2019

MOTION: This item could not be voted on due to a lack of quorum.

5. PARKS AND RECREATION DEPARTMENT UPDATE

Mr. Thompson discussed the Department is in winter mode and snow plan season. They have started taking out meters at Parks. December 1st they will allocate labor by district. The City is divided up into five districts, there are fourteen parks per district. They will allocate temporary more employees during the growing season. They have completed the class and comp study which suggests a raise for the exempt and non-union supervisors. They have accomplished that. The study addressed other employees that also received increases.

Mr. Thompson discussed the capital project plans to address deferred maintenance at the recreation centers.

Mr. Munoz discussed the media has covered the work on the special weed task force. There have been good editorials on it. They are doing it naturally and not using pesticides. They service an area five times during the growing season rather than just once.

There is a vegetation plan that suggests some plants that can be used in medians. The plan is over fifteen years old. There is a team that will work with the task force commissioners and look at the list and see what they can use and what can be used in this climate. The list will be reduced which will make it easier to manage.

Mr. Munoz explained there are plans to build a greenhouse. The group is also working on median designs. Some are damaged and have materials in it that hasn't been touched in many years. They are looking at ways to make it safer for the drivers and the employees that have to work on it from the street.

Mr. Munoz discussed the Parks masterplan at a meeting, they are looking at having themes. With their resources they have been getting positive feedback. In Santa Fe alone, 233 people utilized a Parks and Recreation program which shows they use it regularly, so that should be a sign they need to staff and fund the Department correctly. In the master plan there is a map showing the Parks access. They would like to have Parks that are ADA friendly.

Mr. Thompson explained that Rotary International who brought miracle fields. There are surfaced with safety surfacing and visually and hearing impaired and wheelchair bound residents can use them.

Mr. Munoz states it is a great opportunity. They need to look at the tennis and basketball courts. They discussed pickle ball as well. There are many soccer players that cannot be serviced. It is a growing sport and they have to go out of town for them.

Mr. Munoz got feedback on the study session and they will work on them.

A.) Large Dog Park Ft. Marcy

Mr. Thompson states Mr. Cosby is out of town but wanted these items put on and can be discussed again.

Mr. Thompson explained this park was funded by a private citizen who owns a home here.

Mr. Munoz explained the exercise equipment is for the dogs. Mr. Thompson states they are trying new materials being used for turf growth. Mr. Thompson explained the pest weeds will start growing. They will have a ribbon cutting event soon.

B.) Status of "Parks Ranger" program

Mr. Thompson explained the website will take you to the page, the job description is also attached. (See *Exhibit A*)

This will be helpful to help monitor the parks.

C.) Possible alternatives for "Off-leash" dog enclosed areas on Southside Parks

Mr. Thompson states this will be on later under new business.

D.) RE: Meeting with Interfaith Community Shelter

Mr. Thompson and Mr. Cosby visited the shelter. They have a curfew and discourage camping and behaviors in the parks. There is a substance abuse which is dangerous for the citizens. They had a great talk with the professionals at the shelter. There is a partnership with the Community Services Program with the City and Life Link, they get funding to get social workers to collect individuals and have them work and Life Link will pay them in cash. This could help them with things they need.

Mr. Munoz states there is certain criteria they will have to follow when selected. This initiative is creative and they hope it will do some good.

Ms. Carter asked if this is just getting started or is it for the future.

Mr. Thompson states they will hire 29 temporary employees. They will go to Veterans, Interfaith, and Workforce and screen and hire temporary employees. Mr. King suggests they also utilize the SF Community College.

Mr. Munoz discussed the lifeguard that are up for promotions. There were only a few pool closures this year. They recruited for the starting lifeguard positions.

Mr. King mentioned the SFCC has training and many lifeguards as well.

6. NEW BUSINESS

A.) Consideration of an additional Dog Park in the Bellamah neighborhood

Mr. Thompson explained the aerial photos (See *Exhibit B*). Ms. Bodenstein called and asked why the dog parks are where they are located there are not any in her Bellamah neighborhood. They visited the area and saw many people walking their dogs in the parks.

The La Resolana Park and Herb Martinez Park are joined by a bridge. This is a preferred place to have an off leash park.

Mr. Thompson states the accessibility is an issue so they have to consider the area. There is an area in the Franklin Miles but it may have too much human interaction. Some dogs do not like that.

Mr. Thompson discussed the Monica Lucero Park. There is a large population of dog walkers who also take their children as well.

Mr. Thompson states they will be working with Friends of the Dog Park which is a nonprofit to find an area for this dog park. They can vote on this item at the next meeting.

B.) Proposal for Ron Shirley Park

Mr. Thompson states Mr. Shirley was a former Parks and Recreation Director. (See Exhibit C) He started as a laborer and moved his way up through the years. His family and a member mentioned he deserves to name a park after him.

Mr. Munoz entertained some areas and his wife's suggestion was to rename SWAN Park after him. Mr. Thompson explained that the name SWAN is a placeholder name. Southwest Area Activity Node. The architects that designed the park created a swan on the entrance sign.

Mr. Munoz states they would like to have the family present when they vote on it.

7. PUBLIC COMMENT

Ms. Schruben asked if the weed task force is going to publish a report. Mr. Munoz states they will have some more meetings and have a read out to present to City Council and here at PARC.

Ms. Schruben asked if the redesign of the medians have been coordinated with the streets department. Mr. Munoz states yes they have.

Ms. Schruben asked what the age of the disabled population? Mr. Munoz that is an overall number, they will get her more information. Mr. Munoz states they asked for some ADA benches.

Ms. Schruben asked about the hiring project and is wondering if they would be able to hire that population to work on things during the winter. Mr. Munoz states they will talk offline.

Mr. King explained the issue of the tennis courts. He is a coach, player and has coached many kids here. They have groups from 3rd grade to 12th grade. He would like the City Councilors to visit the courts. Mr. Munoz explained they will have this as a budget request, it has been years since the courts have been worked on. They will be seeking Council approval.

Ms. Schruben states SF high just built a new tennis facility and the other courts may be available.

Mr. Munoz states they would need to figure out a way to work on that. They have some MOU's for some schools. Ms. Schruben also mentioned the Midtown Campus area.

Ms. Bodenstein mentioned she saw an inspector at another court looking at the surfaces.

8. COMMISSIONER COMMENTS

A.) Select a tour(s) of various parks, golf courses, etc.

Mr. Cosby is not here and will present here at the next meeting.

B.) Advisory Boards; a member of City Council assigned and attends PARC meeting

Mr. Cosby is not here and will present here at the next meeting.

Ms. Bruneni states the PARC meeting schedule is passed due. She suggest they keep the meetings the same. Mr. Thompson states he will have to look into it. If there is no action it will remain the same.

9. COMMITTEE REPORTS GOLF/TREE BOARD

A.) Don Symington and Robin Martinez letter/resume for potential Golf/Marty Sanchez Links de Santa Fe

There is not anyone present to report. There are resume's but not in the packet.

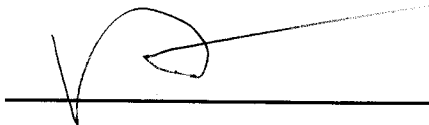
10. CONFIRM DATE, TIME AND LOCATION OF NEXT MEETING December 17, 2019

The location will be at the Parks Department on Siler.

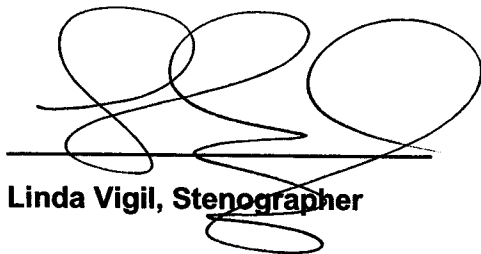
11. ADJOURN

With all business conducted, the PARC adjourned at 6:35 p.m.

SIGNATURES

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

Victoria Bruneni, Chair

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

Linda Vigil, Stenographer



THE CITY OF SANTA FE

Announcement Number: 2020-PR20
Closing Date: Sunday, December 01, 2019
Department: Parks and Recreation Department
Job Type: Term Full Time

Park Ranger

FLSA Status: Non Exempt
Union Status: Non Union
Salary Range: 4 (\$14.582 – \$21.872)

General Definition of Work

Performs a variety of duties in the management of park resources, maintenance, security and public safety through a program of community education, interpretation, enforcement, coordination and inspection. Works closely with City Departments assisting in enforcement of City rules, regulations and ordinances related to park usage. Responsible for developing, promoting, and improving services and programs for park users/patrons, including safe park use, and proper use of natural resources.

Supervision Received

Position reports to an assigned supervisor.

Supervision Exercised

Limited supervision is exercised over assigned volunteers or community service workers.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. A position may not include all of the duties listed and the listed examples are not an exhaustive list of the duties that may be found in a position of this class.

Essential Functions

- Assist, coordinate and perform maintenance and grounds keeping duties to ensure the environment is aesthetically pleasing or City parks and other assigned areas;
- Checks and inspects facilities, grounds, and equipment for necessary repairs.
- Identifies hazards and reports them immediately to the proper City Department, taking a proactive approach to ensure safety of citizens, users and patrons;
- Focuses on preventative measures to mitigate and eliminate structures that may create hazard;
- Follows all safety procedures in dealing with any incident and in performing duties;
- Report, schedule and inspect maintenance, renovation, graffiti removal and special events/projects on City parks, buildings, grounds, trails, medians, ballparks, right of ways, golf course, etc as assigned;
- Picks up and disposes of litter; empties trash cans; loads and unloads trash and other debris; may perform graffiti removal;
- Assists with special events; picks up litter and trash cans; sets up of stages, crowd and traffic control barriers; ensures all safety rules are enforced.
- Determines development and maintenance needs of assigned areas and creates cost and time estimates to management;
- Reviews and interprets sketches, diagrams and blueprints for alteration, maintenance and repair of city parks, buildings, grounds, irrigation, trails, medians, right of ways, and gives direction for special events/projects as assigned;
- Evaluates and recommends needs for additional facilities, medians for development and renovation, equipment, materials, training and support staff;
- Performs visual surveillance to ensure proper use of facilities and assist in the prevention of vandalism, facility abuse, and other unacceptable behavior by foot patrol, walking, bicycle, or operating an ATV or City vehicle to various parks and assigned locations;
- Assists or works with other City Departments in the enforcement of City rules, regulations and ordinances related to park usage, including but not limited to littering and animal restrictions;

Exhibit A

- Act as a liaison to Police Department, coordinating and requesting assistance, notifies Police and Fire Departments in event of emergency or hazardous situations and support them by utilizing CPR and first aid;
- Maintain accurate records and writes clear comprehensive reports;
- Through reporting and recordkeeping, provides data and statistics as it relates to park issues;
- Provides the public with information regarding the proper use of City parks and facilities to include information regarding graffiti, vandalism, and general up keep of parks;
- Develop community education programs which may involve presentation of educational programs at parks and local schools;
- Serves as an information specialist in parks and assigned areas regarding the City of Santa Fe and City services, to include providing informational handouts, phone numbers and maps;
- Provides quality customer service to the community members, tourists, local vendors, businesses, and at special events as an ambassador of the City;
- May provide oversight, guidance, and direction to volunteers and community service workers.

Competencies

- Customer Service – Interacts with customers in a friendly and professional manner, works to resolve issues quickly and effectively, and is knowledgeable about products and services.
- Working with People – Shows respect for the views and contributions of other team members. Shows empathy, listens, supports, and cares for others, and reconciles conflict.
- Decision Making – Specifies goals and obstacles to achieving those goals, generates alternatives, considers risks, and evaluates and chooses the best alternative in order to make a determination, draw conclusions, or solve a problem.
- Listening – Receives, attends to, interprets, and responds to verbal messages and other cues such as body language in ways that are appropriate to listeners and situations.
- Reading – Understands and interprets written material including technical material, rules, regulations, instructions, reports, charts, graphs, or tables and applies what is learned from written material to specific situations.
- Speaking – Uses correct English grammar to organize and communicate ideas in words that are appropriate to listeners and situations; uses body language appropriately.
- Written Communication – Composes, reviews, edits, and issues written materials for diverse audiences and communicates purpose in a succinct and organized manner that is appropriate for context, time, and place.

Knowledge, Skills and Abilities

Considerable knowledge of:

- Park and building operations, maintenance and procedures;
- Safety protocols;
- Patrol techniques and principles;
- Equipment and PPE;
- Administrative policies and procedures including accounting, purchasing and personnel policies;
- Governing body review requirements and processes.

Considerable skill in:

- Operating a motor vehicle, ATV, bicycle;
- Using hand tools and supplies;
- Patrol and safety procedures;
- Using office equipment.

Demonstrated ability to:

- Be an "ambassador of good will", dealing effectively with the public in stressful situations requiring tact and diplomacy;
- React quickly and efficiently in emergency situations;
- Learn law enforcement rules and regulations, City policies and procedures, City ordinances, and state statutes relating to municipal parks;
- Walk extensively and perform outdoor duties under varying work and climatic conditions;

- Work independently; use objective judgment and common sense, recognizing potentially hazardous situations; train staff;
- Understand and follow oral and written instructions;
- Adequately specify a problem or problems to solve;
- Develop effective and implementable solutions;
- Learn about park history, plant materials and resources;
- Maintain records and prepare concise reports; and utilize computer to write reports;
- Ability to speak Spanish is highly desirable.

Education Requirement

High school diploma or GED.

Experience Requirement

Two (2) years of experience in the performance of general building maintenance, grounds keeping, parks maintenance work.

Education and Experience Equivalency

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure and Certifications

- Must possess a valid driver's license.
- Must obtain and maintain CPR, First Aid and AED certificates within two (2) months of hire.

Special Requirements

- Obtain and maintain a City of Santa Fe driving permit within three (3) months of hire.
- Must be willing to work flexible hours including evenings, holidays and weekends.

Physical Requirements

- Requires the exertion of up to 25 pounds of force and occasional exertion of up to 50 pounds of force;
- Requires speaking or hearing, using hands to finger, handle or feel, standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling, lifting and repetitive motions, sitting and occasionally requires tasting or smelling;
- Standard vision requirements;
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly;
- Hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound;
- Work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities.

Working Environment

- Work regularly requires exposure to wet humid conditions (non-weather), working near moving mechanical parts, working in high, precarious places, exposure to toxic or caustic chemicals, exposure to outdoor weather conditions and exposure to extreme heat (non-weather);
- Frequently requires exposure to fumes or airborne particles and exposure to extreme cold (non-weather) and occasionally requires exposure to the risk of electrical shock, exposure to vibration, and exposure to bloodborne pathogens;
- Potential exposure to unpleasant elements (accidents/injuries);
- Required to wear the appropriate and/or specialized personal protective equipment;
- Work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic);

- Work requires flexible hours including evenings, holidays and weekends.

EEO/ADA Compliance

The City of Santa Fe is an Equal Opportunity Employer. In compliance with the American's with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Veterans' Hiring Initiative

Pursuant to City of Santa Fe Resolution No. 2013-079, the City of Santa Fe Human Resources Department has implemented a Veterans' Hiring Initiative policy in order to provide opportunities for veterans who meet or exceed the minimum qualifications for city employment to obtain City employment. The Governing Body does not guarantee that a veteran shall be hired for the position being applied for, only that the veteran will be given an interview; and, it does not intend to supersede or modify any collective bargaining agreement that is currently in place with the City of Santa Fe.

Job applicants who are veterans with an honorable discharge from the military or are members of the National Guard or Reserve who have successfully completed basic training, must use the Veterans' Certification Form to identify themselves and then must attach a copy of their DD214 or DD215 and/or their proof of current Active, Guard or Reserve enlistment in order to certify their status for the position in which applying for.

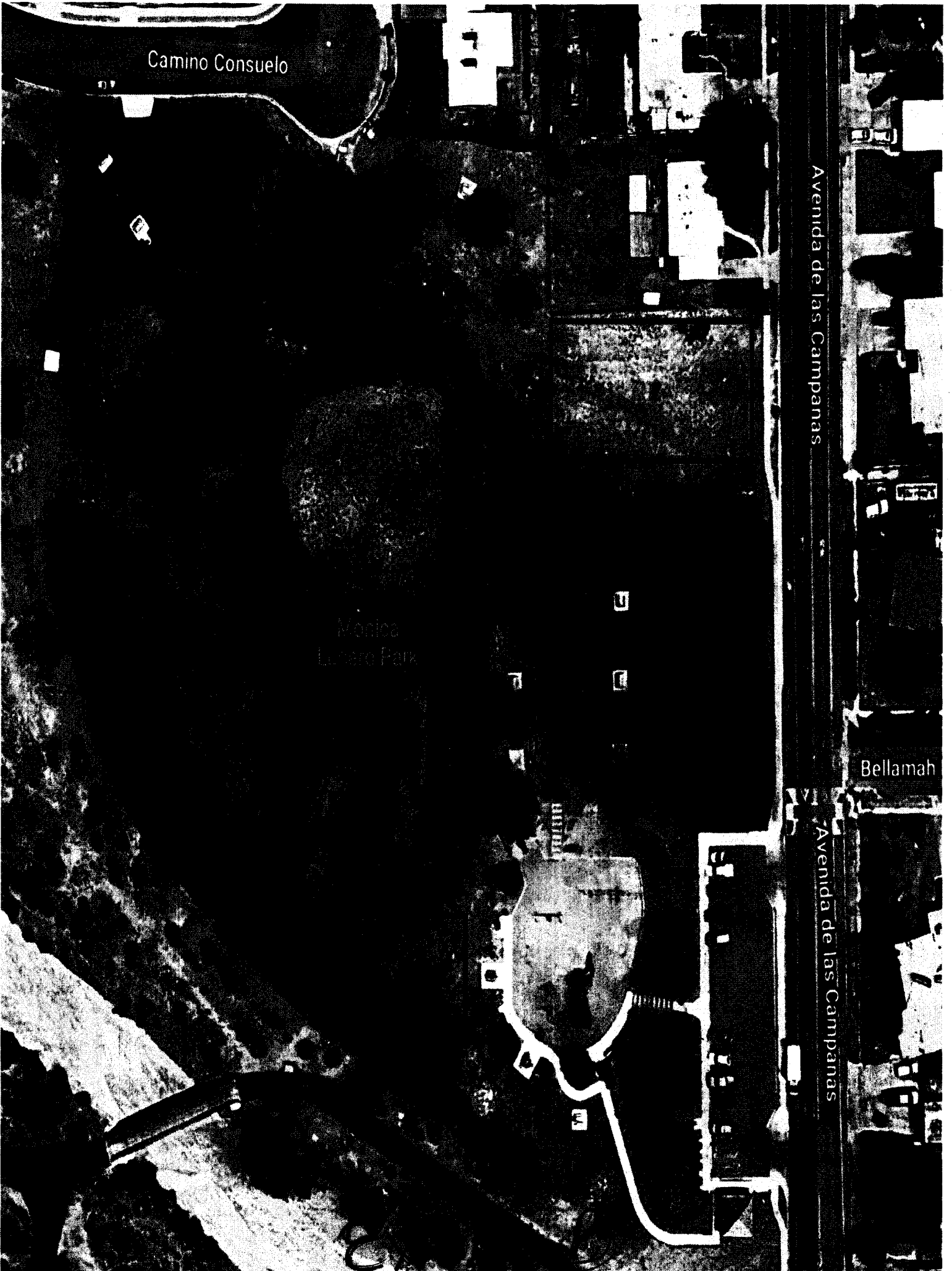
Applications must be submitted online at: www.santafenm.gov

Resumes will not be accepted in lieu of the city application form, unless the position status is at-will. When required of the position, high school diploma/GED, college degree(s), certification(s), or license(s) must be attached at the time of submission of the application. Each applicant is considered only for the current vacancy indicated on the application submitted. It is the responsibility of the applicant to monitor any future openings and to submit a separate application for each position. Incomplete applications will not be considered. Applications become public record upon receipt and may be made available for public inspection upon request. Pre-placement physical exams, and drug and alcohol screenings are required for some positions.

This job announcement is not intended to be inclusive of all functions, responsibilities and qualifications associated with the position, however, representative of the essential job functions and typical criteria considered necessary to successfully perform the position. This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

Created: 11/15/2019

Choose an item.







RONALD SHIRLEY

Heaven is going to have beautiful parks'

former Parks and Recreation
director had passion for
landscaping and sports

by Elaine Lowe
elowe@sfnwmexican.com

Ronald Shirley, a former city Parks and Recreation Department director who was known for master landscape gardening and coaching high school sports, died Dec. 27 from prostate cancer.

"Heaven is going to have beautiful parks," said Margo Shirley, his wife of nearly 40 years.

Ronald Shirley, who was 70, was born and raised in Santa Fe and led the city parks department for 28 years before retiring in 2007. He started in the depart-



Ronald Shirley, seen in July 2016, loved the NFL's New York Giants.
COURTESY PHOTO

ment as a laborer after funding for his social work position at the former B.F. Young Junior High School ended, his wife said. Her husband always told his workers he wouldn't ask them to do anything he hadn't done or wouldn't do,

Margo Shirley said.

Ronald Shirley also coached football and girls basketball at Santa Fe High School. "He wanted to foster the good in the kids," his wife said.

Lifelong friend Tom Manning, the athletic director at St. Michael's High School, called Shirley a sports enthusiast. From listening to Yankees games on a transistor radio as kids to talking about player statistics and their fantasy football teams as adults (Shirley was a Giants fan), the two friends never lost touch of their passion for sports, Manning said.

Manning and Shirley became friends when they were 8 years old and growing up in the same neighborhood. Through the years, as college roommates and

Please see story on Page A-10

Heaven is going to have beautiful parks'

Continued from Page A-6

is fathers and coaches, Manning said, Shirley always had a sense of humor. "We were more like brothers than friends," Shirley also was known for his "gonnie-isms," his wife said, being what she called an "unbelievable" sense of humor. He sang in the shower, made jokes after every new haircut

and sent anonymous letters to his friends who liked the Dallas Cowboys — a team he despised, Margo Shirley said with a laugh.

More than anything, she said, her husband was a man of faith, family and community.

He graduated from St. Michael's High in 1966 and New Mexico State University in 1972 with a degree in social work. He married Margo in 1979, and the

couple had two children and three grandchildren, who called him "Sherpa."

His one regret was not becoming a teacher, his wife said. But for her and others, he accomplished that goal.

"He taught people to be kind," she said. "He taught me humility."

Shirley's daughter said she saw him as the epitome of a good person. "He always gave and never wanted credit," Lindsey Shirley-Stringer said.

Ronald Shirley's son, Aaron Shirley, said his father taught him about being an admirable man, enjoying sports and putting family first.

"The message he always told me is life's hard and it's all about how you get up," Aaron Shirley said.

Even during his five years of fighting cancer, Ronald Shirley stuck with that mindset. His wife said he never complained. He kept his sense of humor and never missed his morning cup of coffee.

Since her husband's death, Margo Shirley said, she has continued to make a cup of coffee the way he liked it — cream with no sugar, heated in the microwave for 25 seconds after brewing. She sets it next to his picture as she sips on her own coffee, savoring one of his loves.

Exhibit C