



Agenda

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**Public Works Department
Genoveva Chavez Community Center
Advisory Committee**

Meeting Agenda for Monday July 18, 2011

4:00 p.m. – 5:30 p.m.

GCCC Conference Room

I. Procedures

- A. Invocation
- B. Pledge of Allegiance
- C. Approval of Agenda

II. Opening Remarks

- Martin Lujan, Recreation Division Director
- Liza Suzanne, GCCC Recreation Complex Manager

III. Section Reports

- Ivie Vigil – Recreation Division Administrative Manager Budget
- Ron Robinson – Natatorium Manager
- Tom Miller – Acting Ice Arena Manager
- James Rivera – Recreation Section Manager

IV. Next Meeting – December 19, 2011.

Adjournment

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INDEX OF
CITY OF SANTA FE
PUBLIC WORKS DEPARTMENT
GENOVEVA CHAVEZ COMMUNITY CENTER
ADVISORY COMMITTEE
MONDAY, JULY 18, 2011

ITEM	ACTION TAKEN	PAGE(S)
I. CALL TO ORDER		
A. Invocation		1
B. Pledge of Allegiance		1
C. Approval of Agenda		1
II. OPENING REMARKS		
• Martin Lujan, Recreation Division Director	Discussion	1-2
• Liza Suzanne, GCCC Recreation Complex Manager	Discussion	2
III. SECTION REPORTS		
• Ivie Vigil – Recreation Division Admin. Mgr. Budget	Discussed	2-3
• Ron Robinson – Natatorium Manager	Discussed	3-4
• James Rivera – Recreation Section Manager	Discussed	4-5
• Tom Miller – Acting Ice Arena Manager	Discussed	5-6
ADJOURNMENT & NEXT MEETING		
	December 2011	6
	Adjourned at 5:10 p.m.	6

CITY OF SANTA FE
PUBLIC WORKS DEPARTMENT
GENOVEVA CHÁVEZ COMMUNITY CENTER
ADVISORY COMMITTEE

MONDAY, JULY 18, 2011

A regular meeting of the Genoveva Chávez Community Center Advisory Committee was called to order by Jake Martinez, Chair on the above date at approximately 4:09 p.m. at the Genoveva Chávez Community Center Conference Room, 3221 Rodeo Road, Santa Fe, New Mexico.

Roll call indicated a lack of a quorum as follows:

Members Present:

Ted Freedman
Jake Martinez
Bertha Hogan

Members Absent:

Herb Schon
Don Rogers

Staff Present:

Liza Suzanne, Complex Manager
Ivie Vigil, Admin Manager, Budget
Martin Lujan, Recreation Division Director
James Rivera, Section Manager
Ron Robinson, Natatorium

Others Present:

Charmaine Clair, Stenographer

I. PROCEDURES

- A. Invocation
- B. Pledge of Allegiance
- C. Approval of Agenda

Procedures were not observed due to a lack of quorum.

II. Opening Remarks

- Martin Lujan, Recreation Division Director

Mr. Lujan said he was the Interim Division Director. He explained the Recreation Division at GCC, the MRC, Ft. Marcy and Salvador Perez has changed and was now under one division. He said a lot of discussion took place and in the past the work was to get things up and running and set policy.

Mr. Lujan said the Recreation Division asked for an update and questioned the direction. He said met with the Advisory Committee and the MRC Committee on that question and all of the committees would be evaluated. He discussed the question with the City Manager and Councilor Dominguez who agreed there was a need to look at what is being done and what should be done.

Mr. Lujan said staff was directed to look at reconstituting the division. He thought it would serve the division to have an active committee that could look at things division wide. The GCC Committee would not meet again until a resolution was passed as to how they should be reconstituted. He would get the group together to discuss the work the Governing Body wants once known.

Mr. Lujan said thanked Chair Martinez and everyone he had worked with on the committees. He said the committees took a lot of time and the members supported the efforts but as Interim Division Director he wants to see something that would grow. He said he wants an active committee that could create work on policy and direction.

Chair Martinez said he has been on this Board among others since the beginning. He said he enjoyed getting involved in things he likes and thought that was important. He wanted to see more people serve on the GCC Board.

Mr. Lujan said it was great to have people with the background participate but he had to go beyond the GCC walls and look at Ft. Marcy and Salvador Perez.

He suggested the members hear the section reports to see how things have developed.

- Liza Suzanne, GCCC Recreation Complex Manager

Ms. Suzanne thanked Mr. Lujan and said she thought they would get a great committee going again in the future. Her desire was to have things restructured for new members. She said when Ms. Hogan started she asked what the Advisory Committee was for and at the time the Committee wasn't in a place to answer the question or to know how to orient the new member.

Ms. Suzanne said she appreciated the direction she was given by the Committee to ask those questions. She wants to work on the direction from City Council and also to create a set of bylaws and a mission.

III. Section Reports

- Ivie Vigil – Recreation Division Administrative Manager Budget

Ms. Vigil passed out the Financial Statement and said the numbers were preliminary because accounting had not closed the books. She said the handout showed a snapshot of the GCC's current status. Schedule 1 was the annual budget and the second column showed year to date and the prior FY (fiscal year.)

She reviewed the numbers budgeted and the expenses year to date and noted that the net income was \$421, 847. She said the year was a good one with more programs, spending money and more membership drives, etc.

Mr. Lujan explained that 1/16th of the GRT tax dollars was earmarked for recreational opportunities. He said an additional half percent was requested because expenses weren't covered. He said the 1/16th offset was unique to the GCC and the golf course wasn't the same.

Ms. Vigil continued the statement review. She said the second page showed the Actual versus the 2009/2010 Actual.

Ms. Vigil explained that "other revenue" was miscellaneous revenues for categories that don't fall into a specific area such as forfeit fees, energy savings rebate, etc. She said Schedule 3 showed the break down by section and the costs to run each section.

Mr. Lujan said on the recreational side of the budget they were asked to cut 10% and a cut of about half a million dollars came from not positions not being filled, transferring positions or positions that were frozen.

- Ron Robinson – Natatorium Manager

Mr. Robinson said all of the fees were approved by City Council. He said GCC offered Dollar Day Wednesdays and the water aerobic numbers doubled and he hoped the Senior Olympics would grow. He said he saw a lot of daily users in the hot tubs and that was good to see.

Mr. Robinson said he put together a report for the Committee of what had been done. He said the air temperature in the natatorium was stabilized and repairs were done that helped with the overall operations and how the rest of the facility was affected.

Mr. Robinson said work was done on the Dectrons; everything is computerized and gave an idea in day-to-day readings where a malfunction might occur.

Mr. Robinson said the therapy pool entrance was finished and the final repairs done. The pool filtration system was up to EID standards. He talked about current repairs; the Dectron units that control the cooling and humidity was looked at; the cooling needed refrigeration work and the automated water system was being worked on that fills the pools.

Mr. Robinson said he attached the revenue reports for the FY for all of the programs. The reports show the number of adults and kids, different programs from kayaking to water aerobics, etc. and the five Learn to

Swim sessions. He said the fourth session would start today and end July 28 and the last session starts on August 1.

- James Rivera – Recreation Section Manager

Mr. Rivera said Schedule 1 indicated the Gym User Fees were better than the previous year and the gym rentals were up as well. He said that included working with three courts and lending court space to the sister facility, Ft. Marcy to run their leagues. He said new leagues were added and he was working on new leagues for the upcoming year that would bring benefit to the gymnasium.

Mr. Rivera said the facility and grounds looked good. The plan was to make things look more inviting and ensure the center is attractive and a place where people want to spend time. He said all of the sections were communicated with to determine how that could be done together.

Mr. Rivera said there was some graffiti but the major vandalism was occasional and if staff worked on it internally the graffiti wouldn't stay up and others were deterred from doing graffiti or damage. He said security was in-house and staff was utilized and everyone tried to be proactive.

Ms. Suzanne asked Mr. Rivera to mention the committees he sat on.

Mr. Rivera said he was on the League Committee that discussed short and long term goals for the leagues in Santa Fe. He said the committee tried to get the same rules, league rates, fees, registration, etc. at all of the facilities.

Mr. Robinson said he was on the Aquatic Committee and like Mr. Rivera worked with the managers at Ft. Marcy and Salvador Perez to ensure the fees, rentals and policies, code of conduct and rates, etc. were the same. He said they were working on how business would be done with rental agreements with users and would review their process and make a recommendation for implementation. He said the work was similar to other committees but involved the entire division and was city wide.

Mr. Freedman reported it was a great Fourth Annual Triathlon. He said the numbers were down some but over 300 participated with individuals and 17 teams. He said the bike and running route was changed for safety reasons and everyone seemed to like them and thought them safer. He thought the triathlon went well and was a success and had more sponsors.

Ms. Suzanne added there was less money but more in-kind sponsors. She noted that Christus and Los Alamos donated \$1000 each and Dentistry, ATI Security, Marathon Fitness, the Veterinary, Chavez Security of Santa Fe and Sangre de Cristo Mountain Works contributed in-kind.

Mr. Freedman said staff was amazed that everyone was learning the sport. He had a lot of feedback on how encouraging the staff was and that they knew how to answer the questions. He thought everything was more organized and the event had a lot of potential.

Ms. Hogan asked about cooperation with the New Mexican on the publicity. She thought there wasn't a lot of publicity ahead of time.

Mr. Freedman said a story ran Saturday and again Sunday. Ms. Suzanne added that the City traded with the Santa Fe New Mexican for ads and a splash ad (a web based ad) ran online, and print ads ran a couple of weeks prior to the run and a few articles were written.

- Tom Miller – Acting Ice Arena Manager

Ms. Suzanne reported for Mr. Miller who wasn't able to be present. She said the revenue numbers made a strong testament to what Mr. Miller had been doing. The user fees were increased about \$30,000 higher than the previous year; the skate rentals were solid and the rate rentals came in.

She said Mr. Miller has done great things with customer service and to increase public skating because there were so many private and specialized skate sessions held a Friday Night Public Skate and a monthly theme skate. She said Mr. Miller does fun things like a Rodeo on Ice with a Wild Wild West theme and costumes when the Rodeo was in town. A big band swing for Friday night was planned and possibly something for Fiesta with Mariachi's on ice. The Santa Fe Skate Club agreed to pay admission and rate rental for the first 100 skaters.

Ms. Suzanne said the ice arena was also running the hockey league and had figured out how to run the league so it only took an hour per game and that could help rent more ice.

Ms. Suzanne reported for Mona Baca, the Youth Program Coordinator. She said the summer camp was doing well and at capacity and runs nine weeks. Sports camp was almost every other week and met the projected expectations; 90 children could participate a day and have a week of healthy living over the nine weeks. The children swim and skate every day, play at the park, go on fun field trips and do art and games. The program dovetails with the outdoor recreation money from CBQL (City Business Quality of Life) given to focus on outdoor recreation.

Ms. Suzanne said this summer youth tennis was added and GCC sponsored the Junior National Tennis Association to run the program to teach tennis and golf. The kids went to Bandolier and outdoor recreation was going well; GCC sponsored the BMX Bike jam at La Tierra and had a video and would sponsor the Lindy Heath Foundation for some *Movies in the Park* series at the Rail Yard.

Ms. Suzanne said Lisa Gulotta, a supervisor in Fitness was asked to carry that program. She said Fitness had been steady in the weight room and fitness classes and the Zumba was a big hit and Ms. Gulotta still does wellness lectures. She said an instructor from the Santa Fe Community College would teach fitness hiking in the fall and the hope was the Dale Ball Trails would be open. Orientations would also be done on the Prescription Trails.

Ms. Suzanne passed out the reports on injury, customer comments and incidents. The reports provided information on locker room break-ins, accidents and types of injuries. The amounts were very low; around 4 a month out of an estimated 50,000-60,000 people that used the center each month.

Mr. Lujan added that the break-ins and thefts amounted to about five break-ins a year and were often because someone left their wallet on the bench while they played basketball.

Mr. Freedman asked if eight customer comments for the month were typical.

Ms. Suzanne said she thought usually she received a couple each day.

Ms. Hogan said comments were good and made them aware of things.

Ms. Suzanne agreed. She gave an example of the locker room being too hot and said the comments were helpful for staff to know where more service was needed.

Mr. Lujan thanked everyone and said he would report back to them by mail or e-mail regarding the Governing Body decision. He thought he would know by mid September.

NEXT MEETING – December, 2011

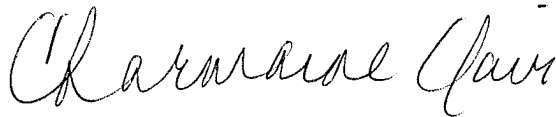
ADJOURNMENT

Having no further business to discuss the chair adjourned the meeting at 5:10 p.m.

Approved by:

Jake Martinez, Chair

Submitted by:



Charmaine Clair, Stenographer