



# Agenda

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## Parks and Open Space Advisory Commission

The Barn at Frenchy's Field

Corner of Osage and Agua Fria

Tuesday, September 20, 2011

3:00 -5:00 p.m.

1. Call to Order
2. Roll Call
3. Review and Approval of Minutes: July 2011 and August 2011
4. Approval of the Agenda
5. Old Business
  - Priority Recommendations for Parks, Open Space, Trails and Recreational Facilities Planning Process
  - Reallocation of Parks Bond Monies Proposal Update
  - Parks Bond Implementation Update / Items that will be coming before the Governing Body
6. New Business
  - Signs on parks while they are being renovated.
  - International Walk and Roll to School Day
7. Possible Reports:
  - Tom Agard: Organized Youth Sports and Survey / Workforce Development / Trails to Schools
  - Jessie Esparza: Community Gardens
  - Martin Ortega:
  - Anna Hansen: Art in Parks / MPO Meetings and MPO Bicycle Committee meetings / Disc Golf
  - Daniel Coriz: NW Quadrant / BMX
  - Orallynn Guerrerortiz: Tierra Contenta Master Plan
  - Joe Lehm: Bike paths and connections / Skate Parks Update on the skate event in the Plaza, De Vargas
  - Patrick Torres: Community Gardens / Tree City
  - Sandie Taylor: Ten Park Histories on the Portal / Tree City
  - Bette Booth: Graffiti / Youth Involvement / Prairie Dogs
8. Public Comments
9. Confirm date and time for the next meeting

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date."

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**CITY OF SANTA FE**  
**PARKS AND OPEN SPACE ADVISORY COMMISSION**

**SEPTEMBER 20, 2011**

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**MEETING MINUTES  
FOR THE  
PARKS AND OPEN SPACE ADVISORY COMMISSION**

**TUESDAY, SEPTEMBER 20, 2011**

**CALL TO ORDER**

A regular meeting of the City of Santa Fe Parks and Open Space Advisory Commission was called to order by Patrick Torres on this date at approximately 3:00 pm at Frenchy's Field Barn, Corner of Agua Fria and Osage, Santa Fe, New Mexico.

**ROLL CALL**

Roll call indicated a quorum as follows:

**Members Present**

Tom Agard  
Oralynn Guerrerortiz  
Anna Hansen  
Joe Lehm  
Sandra Taylor  
Patrick Torres

**Members Absent**

Bette Booth, Chair (excused)  
Martin Ortega (excused)  
Daniel Coriz

**Staff Present**

Fabian Chavez, Parks Director  
Jesse Esparza, Parks Division

**Others Present**

Henry Lenman  
Charmaine Clair, Stenographer

**APPROVAL OF MINUTES- July/August, 2011**

Minutes of July, 2011

*Requests to change the minutes of July and August were made only to the requests verified as incorrect or where clarification was needed.*

Page 1, first sentence, the Parks Commission mandate was asked to be inserted in full as follows: "The Parks and Open Spaces Advisory Commission (POSAC) shall provide ongoing advice regarding all park and open space related issues, including but not limited to acquisition, planning, development, operations, construction and maintenance."

Page 4, Mr. Pino is the Public Works Director not the *Parks* Division Director as identified.

Page 5, third paragraph, "She asked how Parks staff would be supported..." should have read "She asked how Parks staff would be supported if another bond wasn't in place."

Page 6, eighth paragraph "She said her personal opinion was that some parks were 75% complete and some parks other decisions were made."

Page 6, eighth paragraph was asked to be clarified and read: "She said the Excel files (Parks, December 2011) showed money left..."

**Ms. Guerrerortiz moved that the July minutes be approved as amended. Mr. Agard seconded the motion and it passed by unanimous voice vote.**

### **Minutes of August, 2011**

Page 2, fifth paragraph- District One should be capitalized.

Page 2, on the motion made to approve the priority recommendation of parks, it was requested that the document be attached so the recommendations could be uploaded. (Exhibit 1)

Page 4, sixth paragraph, the motion made by Chair Booth should be corrected to read: "Chair Booth moved that Parks staff inform the Commission before any issue..."

Page 5, the motion made said to be made by "Ms. Taylor...was actually Ms. Hansen."

Page 5, tenth paragraph, the letter referred to that was sent to the Finance Committee was asked to be attached so it could be uploaded. (Exhibit 2)

Page 8, fifth paragraph, last sentence; the reference to Swan Park by Mr. Chavez should be SWAN (initials for South West Activity Node.)

Page 8, Paragraph 7, "Ms. Guerrerortiz said of the approved in the original Master Plan" should have been "approved in the original Tierra Contenta Master Plan."

Page 7, eighth paragraph, last sentence beginning "He said Parks staff accommodated the leagues and that enabled them to host the *Pro* Fast Pitch Tournament ... should have read State Fast Pitch Tournament ..."

It was indicated in Roll Call that Mr. Torres arrived later- Mr. Torres noted he joined the meeting prior to the approval of the minutes.

**Ms. Taylor moved that the August minutes be approved as amended. Ms. Guerrerortiz seconded the motion and it passed by unanimous voice vote.**

## APPROVAL OF THE AGENDA

**Ms. Guerrerortiz moved to approve the Agenda as presented. Ms. Hansen seconded the motion and it passed by unanimous voice vote.**

## OLD BUSINESS

- Priority Recommendations: Parks, Open Space, Trails & Recreational Facilities Planning Process- Action Item

Mr. Torres said the Commission members should have received an e-mail of the letter sent by Chair Booth to Councilor Dominguez.

Mr. Torres read the letter to Councilor Dominguez into record:

Dear Councilor Dominguez,

Thanks so much for the meeting last week. I learned lot and thought it was very productive. I will be sharing the Bond information with POSAC in the September meeting.

We discussed several points that I'd like to summarize:

First of all, thank you for championing this effort to continue to improve our parks and trails!

Secondly, as we proposed in the POSAC Priority Recommendations, we support:

- ☉ Bring the southwest side of town (particularly Tierra Contenta) up to at least the **minimum** standard of parks/amenities/equipment per population required by the City Ordinance No. 2007-12 § 2:
  - ✓ Build as much of SWAN as possible *including the skate park in Phase I*.
  - ✓ Build Colonia Prisma Park – The design for this park has been completed with community input. It needs \$250,000.00 for implementation,
  - ✓ Beautify Arroyo Sonrisa Park which has fallen into disrepair.
  - ✓ Improve the turf at Cesar Chavez Park at Cesar Chavez School.
  - ✓ Work with Tierra Contenta Zona to develop recreation/park facilities.
  - ✓ Add water to the statue at the Southside Library.
- ☉ Complete Parks Not Included or Underfunded in the 2008 Bond:
  - ✓ Rancho Siringo Park was completely left out of last Bond. It should be the priority for District 4 unspent funds.
  - ✓ Marc Brandt – Park or drainage ditch?
  - ✓ John F. Griego Park
  - ✓ Acequias Park Phase 4
  - ✓ Monica Lucero
  - ✓ Salvador Perez

- ✓ Ft. Marcy
- ✓ Candelero
- ✓ La Resolana
- ✓ Herb Martinez
- ✓ Patrick Smith irrigation
- ✓ Water History Park and Museum
- ✓ Los Milagros

☉ Plan for obsolescence. Inventory playground and other equipment and project and budget for replacement. We look forward to working with you and the Council to move this important work forward.

Warm regards as always,

Bette

Ms. Guerrerortiz said she was surprised about the long-term maintenance; considering these were important priority recommendations she was sure that was a huge issue.

Ms. Hansen said it was in the Priority Recommendations for Parks, Open Space, Trails and Recreational Facilities as the third point. She suggested both the Priorities Recommendations and the letter to Councilor Dominguez be in (read into) the "record."

It was explained that the city clerk had requested the documents be exhibits to the minutes. A hard copy of each exhibit could be obtained at the city clerk's office or sent via mail or e-mail, fax, etc. to anyone interested. The exhibits could also be placed on the Parks Division website.

Mr. Chavez said anything brought forward could be given to the recorder. He said also if someone wanted information on something discussed that was appropriate for dissemination, they could get it from him.

He said he wouldn't worry that the documents were not in the last minutes. They might talk about an item but it would be amended and worked on and another document would come back at the next meeting.

Mr. Chavez said the document draft with the Excel spread sheets was ready. He would double check some figures and would send to Chair Booth and she could decide what to give to the Commission members. He said the final document to Councilor Dominguez would have only the recommended improvements and amounts from staff. The information would be complete by the end of the week.

Mr. Chavez said Councilor Dominguez would decide with the City Manager and Public Works Director what to carry forward to the Governing Body. He said everything the Commission added was included and he would only remove something if it was done or was operational.

He said he was missing a couple of facilities items but the amount was a little over \$10 million and doesn't include SWAN. The Master Plan was finished and the estimate would be about an \$18 million.

Ms. Hansen said for the record, Chair Booth included in the Priority Recommendations for the Parks, Open Space, Trails and Recreational Facilities, \$400,000 for parks and maintenance.

- Reallocation of Parks Bond Monies Proposal Update

Mr. Chavez passed out copies of Districts 1-4 and said that was part of the list of what was done and not done asked for by the Commission members. (Exhibits 3-6) He explained how to read the reports and said *Other Improvements* were things not part of the 2008 Parks Bond Plan.

Mr. Chavez said at Finance there was a lot of discussion on the reallocation process for each park and what was paid for salaries for maintenance, administrative and project management. Finance asked that another report be prepared with the same information but with a detailed breakdown of labor.

Mr. Chavez explained the process. He said when the city spent money it was in sub accounts and if there wasn't enough money in a particular sub account the city moved money by a BAR from one account to another. He said the allocation request was a giant BAR.

Mr. Chavez said he would move forward in the first Public Works meeting in October with the same reallocation request but how much was maintenance, how much was administrative costs, etc. would be broken down.

Ms. Taylor asked if that was public information.

Mr. Chavez said it was not presented to the Governing Body for approval but Chair Booth said it should be part of the report as to what happened and what didn't. He thought this was public information and said Parks was okay with that.

Ms. Taylor asked how to get specific detail on money that was spent. She gave the \$100,000 on Amelia White Park as an example.

Mr. Chavez wasn't sure why that was missing. He said he didn't realize the columns were blank and he would take care of that. He said if specific information was wanted about a park, an appointment could be made with Ms. Esparza to see that.

Ms. Guerrerortiz said when she looked at the Park Advisory Commission recommendation and the bottom line total; in almost every case the total was higher. She asked if there was concern about going over budget.

Mr. Chavez said yes and no. He said in the end, some parks would come in under because so much of the work was done by in-house crews. He said they had definitely gone over in some because they missed a big portion of the ADA, the cultural reviews and the surveys.

Mr. Chavez said a lot of the trails came in under budget. A trail toward the community college was to be done but couldn't happen and the money came back into the parks bond account. A lot of the trail money was being freed up and coming back to the parks or trails portion of salaries.

Ms. Hansen said the other park that didn't have a yes or no was the Water History Museum and Park called the Power Plant. She said she knew all of the things had been done. She asked if the park could

be referred to as the Water History Museum and Park and not as the Power Plant. Ms. Hansen asked who named the parks.

Mr. Chavez said at some point usually an individual or group suggested a name. A City Councilor would agree (with a name) or not and a resolution would be written. City Council would make the decision.

Ms. Guerrerortiz said on Adam Gabriel Armijo Park the sheet made sense to her and said what the allocation was, what was actually spent and what the wages were. She said with the others they often don't get the actual expenditures that were done and many parks were complete.

Ms. Guerrerortiz asked if the park was complete if what they would see was the Parks Advisory recommendation not the actual improvement total. She said Adam Gabriel Park looked like what she expected. She asked if Martin Luther King Park total expenditure was \$32,000.

Ms. Guerrerortiz said what Mr. Chavez presented was useful but it would be nice when the project was completely done, to have things in the format used for the Adam Gabriel Armijo Park.

Mr. Chavez said there was a total of \$32,000 at the top but no total on the bottom. He said he would assume what she asked was if the total on the bottom of \$47,000 was actually spent on the park. He said he would get with Ben and Jackie; he thought the bottom total was where the park was last month. He asked that he or Ms. Esparza be e-mailed if anomalies were found and said he would correct them.

- Parks Bond Implementation Update / Items that would be coming before the Governing Body

Mr. Chavez said Mr. Gurule provided a list of the parks status. A summary follows:

*Ashbaugh*- construction would start next week. The majority of the work would be done by the contractor but demolition would be in-house.

*Villa Linda*- drawings are ready and work would begin in three weeks.

*Herb Martinez*- a cultural report is needed and would be 45 days and finished by the end of November.

*Salvador Perez*- \$144,000 was approved for the park impact fee, the parking lot and engineering. The hard phase would be started until bad weather and picked back up in the spring.

*Prince Park*- begins next week and then a 30 day to build-out. There would be a memorial and garden for the kids at Warehouse 21 and Parks would do a lot of it.

*Parque Del Rio*- pulled at City Council; the general contractor wants to change a list of subcontractors. Bryan Drypolcher would interview the subcontractors that were changed.

*Nava Ade*- completed. A neighborhood party is planned the first of October and a demonstration garden and a "Friends of Nava Ade" were planned.

*GCC-* complete except there was no money for a fence along the street. Money would be asked for from operational or it would be in the second round. The prairie dog activity has slowed and trapping was finished. There is money to put barriers along the sheriff's posse fence and money would be asked for a panel in the ground for a physical barrier for the prairie dogs.

*Cross of the Martyrs-* the stonework is done. Additional work was identified in the staff allocation portion of the survey.

*SWAN-* the master plan is done.

*Cielo Vista-* the property would be surveyed. The Parks Bond Master Plan would be used with a GIS map to lay out where things would happen. A meeting could be scheduled in about three weeks.

*Octillia-* in schematic form; playgrounds were redone by the schools and tennis courts were done. Some ADA and demolition work would be done. The drinking fountain is in.

*Amelia White-* items were ordered.

*Franklin Miles-* over-seeded.

*Ragle-* The Colorado artist doing the stone sculptures would come in the next few weeks to hire an electrician and a concrete person.

*River Park-* the statues were falling down at El Castillo and would be given to the Arts Commission to decide what to do with them. The work in the Santa Fe River in upper Alameda was over-seeded last week.

Ms. Hansen said she would bring up one more time the drinking fountain at Ashbaugh, like the one at Adam Armijo. She said it was nice and would be fabulous to have.

Mr. Chavez said that was in the drawing and she could verify it.

Mr. Agard asked the time frame on Salvador Perez and if it would interfere with the (sports) season.

Mr. Chavez said it was recommended work be done in the park but the ball fields left open. The pathway work would be done this fall if the weather holds. The bottom half would be closed in spring.

## **NEW BUSINESS**

- Signs on Parks Being Renovated

Ms. Hansen said they requested a sign that states something like: "Your 2008 \$30 million bond money at work on a city park and new trail system. Thank you for your support, the City of Santa Fe Parks Department and the Parks Advisory", etc.

Ms. Hansen said it was important people know that this is their money and that parks had been improved. She asked members for feedback. She said Chair Booth supported having a banner.

Mr. Chavez said Parks had used all of the banners. He asked Ms. Hansen to give the verbiage to Ms. Esparza to order more banners.

Ms. Taylor said one concern was because the banners were only 2 x 5 they got lost. She asked if on large projects, the banners could be slightly larger. She agreed it was important people know their tax dollars were at work.

Mr. Chavez replied that Parks might need to put up more than one banner. The costs could be absorbed through the bond monies.

- International Walk and Roll to School Day

Mr. Agard said the festivities would be at Ragle but he wouldn't do the event unless he had volunteers. He said it was a great program but on hold. He explained volunteers would escort kids from Ragle Park to Chaparral. He said there is a large trail system but tough to get volunteers.

Mr. Agard said the schools are on the website and the two schools registered in Santa Fe were Carlos Gilbert and Chaparral. About \$5000 grant money was available to be used for trail improvement etc.

Ms. Taylor volunteered for Chaparral.

## **REPORTS:**

- Tom Agard: Organized Youth Sports

Mr. Agard said a professional baseball team wanted to move into Ft. Marcy and part of their requirement was a beer license because they said it was needed to draw attendance. He said he was asked by Chair Booth to ask for the Commission's opinion.

Mr. Chavez said alcohol sales were between the city and the people that went to the games but he knew a lot more work on the Parks part would be required. He said the leagues would not bring a beer dispenser with them and the city would have to contract and set that up.

He said the team was looking at April through August and practice on days they weren't away. He said he asked the team for their schedule but was told they don't have one.

Mr. Chavez said he discovered that Little League was not using the park often but the adult league used it every Sunday. He saw more maintenance and expense on his end and the expectation level of the park would be more but the team would pay only the parks permit league fee (\$900-1000.)

Ms. Guerrerortiz said she was dead set against this kind of thing and personally thought the community couldn't support it.

Mr. Agard said he e-mailed Andrew Dunn of the Pecos League and introduced himself and asked for feedback about the league's request. He mentioned that POSAC would have a minor discussion as part of his youth sports presentation and said a representative could comment in Public Comment at the end of the meeting. He wrote that he wanted to put the team on the agenda next month for a presentation about their league and their request. He said he told Mr. Dunn if the team had the support of the Advisory Commission it would add strength to their request at City Hall and he strongly recommended that the team have representation.

Mr. Agard said at face value he was opposed but no details were available at that point. He thought that MRC would be better suited if they were prepared to invest in the improvements necessary.

Mr. Chavez said all of the games were played at night and MRC doesn't have lights and was opposed to more lighting.

Mr. Agard said he received an e-mail from Mr. Dunn that said he would be in Santa Fe from October 12-17 but had no representative from staff in Santa Fe for that week. Mr. Dunn told him they were in the process of building staff and had to be careful who was sent to meetings of importance.

Mr. Agard asked if the Commission was in favor and he would let Mr. Dunn know that the next meeting was October 18. He brought articles from the New Mexican; one was about the team kicked out of a restaurant in Alamogordo and banned from Appleby's. He said the police were not in favor. He said as far as youth sports, he couldn't see the mix.

Mr. Chavez said a formal presentation was a good idea. He suggested the invitation letter to the meeting state talking points; ask about the concession; who was selling the beer, what level of maintenance would be expected on the field; what would happen with conflicts. He said the adults have had the field every Sunday for years.

Mr. Chavez said a good general question was what level of maintenance or improvements the team would expect; if approved, what would the Parks Division or the City of Santa Fe be asked to do.

He suggested calling Ruidoso or Alamogordo where the team was last year and ask how it went.

Mr. Agard said the other report he had was on lane fees for swimming. He thought Recreation should give a report on the increase in lane fees for youth swimming teams. He said the fees went up quite a bit. He said he would call Martin (Lujan) and prepare a report for the next meeting.

- Jesse Esparza: Community Gardens

Ms. Esparza said she went to the community garden tour on Saturday and took pictures. She said there would be a demonstration Sunday, October 2<sup>nd</sup> at the Rail Yard on how to make a chili ristra.

- Anna Hansen: Art in the Parks

Ms. Hansen said the sculptures at Ragle were coming along. She and Mr. Chavez took pictures. She said the sculptures were beautiful and huge and would be dramatic and a beautiful piece for Ragle.

She said the MPO (Metropolitan Planning Organization) would have a meeting at 6 p.m. that night and Tim Rogers and Keith (Wilson) were working hard on the Master Plan. She said it would be a great document for the city and staff and to educate people on how to ride their bikes.

Ms. Guerrerortiz asked if bike rental/bike share had been considered.

Ms. Hansen said that had been discussed. She said that was common in Europe and once the Bicycle Master Plan was presented to the Governing Body there could be space for that kind of funding.

- Oralynn Guerrerortiz: Tierra Contenta

Ms. Guerrerortiz said Mr. Chavez was more on top of what was going on with SWAN; she thought the work was just on the costs and phasing now.

Mr. Chavez said the work was completed. He said Parks was asked to step back and change the basic costs. He thought after the draft was reviewed it would be presented to the Governing Body and thought it would also be on the agenda for POSAC. He said three stages of phasing and what goes where would be shown.

Ms. Guerrerortiz suggested it be on the agenda next month and Mr. Chavez asked Ms. Esparza to make note of that.

- Joe Lehm: Bike paths and connections / Skate Parks Update

Mr. Lehm apologized that he couldn't be at the meetings for most of the summer.

He said at Franklin Miles Park the repairs that were done held up; there was concern the kids wouldn't leave the repairs long enough for the cement to dry.

Mr. Lehm said there had been no progress at Ragle. He asked the possibility of the skate park feature.

Mr. Chavez said Summit was finished with their work and he put the skate ramp in the report. Mr. Agard added that a concrete pad was already there and had been for most of the summer.

Mr. Lehm said the skate park plaza design for De Vargas Park went through two meetings with the designer and public input. He said there is a CAD file that links to the city website and mostly it was viewed from the Face Book page for Santa Fe Skate Parks.

Mr. Lehm said there was a lot of good feedback and no one said they didn't like it and the suggestions for changes were simple. The lighting would go before the HDRB (Historic Design Review Board) and

was over budget. Mr. Lehm said the work was still being pushed back until it was clear where the money would come from.

Mr. Lehm said during Indian Market a skateboard contest was held that previously was held in the Cathedral Park area and was pushed onto the Plaza. He said hundreds of people walked by and the visibility was incredible and helped to raise awareness for where the skaters could skateboard if not on the Plaza.

Mr. Lehm said he went to the pumptrack meeting and the most interesting thing was people asked where the parking would be.

- Sandra Taylor: Tree City USA

Ms. Taylor said Tree City met August 16 and discussed the need to expand the board membership of the MTB (Municipal Tree Board.) She explained that the board is a subcommittee of POSAC.

She said she, Mr. Wood and Mr. Torres would formally propose at the POSAC meeting in October to expand the board to five members and include not just Parks Commission members but knowledgeable and interested members of the community.

Ms. Taylor said Mr. Coates from Coates Tree Service and the manager of one of the largest nurseries in town were interested and their resumes would be received. She asked how the Commission felt about that.

Mr. Chavez said he would check with legal but thought Mr. Coates would be a conflict because the city gave him about \$30,000 in contracts.

Mr. Torres said also there is a certified arborist from the utility company. He said the board is looking for individuals with knowledge about tree culture.

Ms. Taylor said the Arbor Day and Community Day activities were successful and 200 Austrian Pine seedlings were distributed.

She said a Quality of Life grant of \$72,000 was received by the Parks Department and \$25,000 was used for tree trimming downtown and along the river walk. She told about a huge locust tree with an elm tree growing in the middle on Washington Avenue that split the locust tree.

The \$72,000 was also used for an air spade to dig tree roots, chaps, safety glasses, gloves and first aid kits for the crews; also tree care and safety workshops and training videos that help with the renewal of Tree City USA which has to be renewed annually.

Ms. Taylor said three priorities were decided on: 1) Health and safety issues- problem trees with huge branches, overhanging limbs etc., and training for crews on the health and safety issues. 2) Tree trimming and tree replacement in the historic district. One concern was that many trees around the Plaza were at the end of their lifespan and that made them a hazard and should be replaced a few

years before removing the old trees. 3) Trails and river slopes; to get plants on the trails and slopes and remove invasive species.

Ms. Hansen suggested the board consider a person from the Santa Fe Watershed Board/Association because of their work along the river.

### **PUBLIC COMMENTS**

Henry Lenman said he was there to talk about how the public meeting went for the pump track. He said the meeting was a few weeks ago and had a great turnout and was a great success.

Mr. Lenman said Willard with Santa Fe Sentry donated \$2500 to the pump track and told him he could get as much as he needed.

Ms. Guerrerortiz asked if the pump track would be done by next summer.

Mr. Lenman said his plan was to be done by the start of December. He has cross country meets every Saturday but hoped he would get volunteers out to work in a few three-day weekends.

Ms. Guerrerortiz asked about permits that would be needed.

Mr. Chavez said permits weren't needed; there weren't big holes in the ground or large amounts of earth coming in and they would work with the earth forms there.

Mr. Lenman said he arranged to get a community service project with his school with eighth and ninth grade kids to do the maintenance. He said if the track was built he would make a TAP (Teen Action Program) to maintain the track and deal with weed control, etc.

Mr. Chavez said the idea has the support of the neighbors and constituents and POSAC and would go before Public Works and Finance as an informational item.

**DATE AND TIME FOR NEXT MEETING:** October 20, 2011 at Frenchy's Field

### **ADJOURN:**

**Ms. Hansen moved to adjourn the meeting. Ms. Guerrerortiz seconded the motion and it passed by unanimous voice vote.**

*Having no further business to discuss, the meeting adjourned at 5:09 p.m.*

Approved by:

Patrick Torres, Facilitator

Submitted by:

Charmaine Clair

Charmaine Clair, Stenographer