



Agenda

CITY CLERK'S OFFICE

DATE 3/14/13 TIME 11:41

SERVED BY Jessie Esparza

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AMENDED AGENDA

**Parks and Open Space Advisory Commission
The Barn at Frenchy's Field
Osage and Agua Fria Streets
Tuesday March 19, 2013
3:00 - 5:00 p.m.**

AMENDMENTS

**Added Item # 5 - Ashbaugh Bridge Opening – Action Item
Item # 9 – Corrected date of next meeting**

1. Call to Order
2. Roll Call
3. Review and Approval of Minutes: February 19, 2013
4. Approval of the Agenda
5. Old Business:
 - Parks Department Update
 - Interview with POSAC candidate – Action Item
 - Ashbaugh Bridge Opening – Action Item
6. New Business
7. Possible Reports from POSAC Commissioners
 - Oralynn Guerreortiz: District 1, Tierra Contenta parks and trails connections.
 - Joe Lehm: District 1, Skate Parks, Wheel-friendly Trail connections
 - Daniel Coriz: Youth, BMX, motocross & pump track building and maintenance.
 - Pat Torres – Extension, Tree City, Community Gardens
 - Anna Hansen - District 3 / Bicycle MPO Implementation, Art in the Parks, Acequia trail connections to parks, especially Ashbaugh
 - Melissa McDonald: Water conservation, young families.
 - Sandie Taylor: District 2 / Parks History/ Tree City
 - Bette Booth: District 3, BTAC/ POSAC Coordination, Parks on the City Web site, Youth involvement, Prairie dogs, Parks and Trails Co-management, Planning for the Future.
8. Public Comments
9. Confirm date and time for the next meeting April 16, 2013

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working



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

MARCH 19, 2013

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2. ROLL CALL	Quorum	1
3. REVIEW/ APPROVAL OF MINUTES- January, 2013	Approved	5
4. APPROVAL OF AGENDA	Approved	5
5. OLD BUSINESS		
• Parks Department Update: General update	Discussed	1-5
• Interview with POSAC candidate – Action Item	Discussed	5
• Ashbaugh Bridge Opening – Action Item	Approved	6
6. NEW BUSINESS	None	6
7. REPORTS		
• Patrick Torres- Tree City, Community Gardens	Discussed	6
• Ms. Esparza –Community Gardens	Discussed	6-7
• Anna Hansen: Bicycle MPO/ Art in the Parks	Discussed	7
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• Melissa McDonald: Water Conservation/Young Families	Discussed	7
8. PUBLIC COMMENTS	Discussed	7
9. Date and Time for Next Meeting	April 16, 2013	8
ADJOURN	Adjourned at 4:31 p.m.	8

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

TUESDAY, MARCH 19, 2013

CALL TO ORDER

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

ROLL CALL

Roll call indicated a lack of quorum, which was established later as follows:

Members Present

Anna Hansen
Oralynn Guerrerortiz
Melissa McDonald (arrived later)
Sandra Taylor
Patrick Torres (arrived later)

Members Absent

Bette Booth, Chair (excused)
Joe Lehm (excused)
Daniel Coriz

One vacancy

Staff Present

Jesse Esparza, Parks Department
Ben Gurule, Parks
Councilor Carmichael Dominguez

Others Present

Kathy Clark, citizen
Charmaine Clair, Stenographer

OLD BUSINESS (Revised Agenda Order)

- Parks Department Update: General Update

Mr. Gurule said Parks is turning on the irrigation meters. Parks staff will coordinate with the Water Department to read meters together for a year to determine the water usage.

He said the irrigation systems were upgraded with the 2008 bond and water conservation technology was implemented. The data shows less water is being used; from about 25 million gallons in 2007/08 to 11,000,000 gallons last year; however, because of the water increase the City is paying higher costs.

Mr. Gurule said there are discrepancies in the water billing. He said billing would show X amount of gallons used when the meter had been winterized.

Ms. Taylor asked about firefly use. Mr. Gurule replied there had been trouble with the firefly readings.

Mr. Torres entered the meeting at this time.

Mr. Gurule continued with the Parks Update: A summary follows:

Ashbaugh/Los Pinos Bridge- has been installed; pilasters and landings were poured and still covered with insulation blankets and once removed the bridge would be officially open.

Mr. Gurule added that Ms. Hansen planned a ceremony to connect the bridge and trail and Parks staff would work with her to get dignitaries to attend.

Parque del Rio- construction continues and work is being done at Montano and West DeVargas Parks and between Galisteo and Delgado Street. A special event would be held June 16 to highlight the connection between the Rail Yard and the Plaza and work is being done with the contractor to ensure everything is working and Parks would then seed.

Northwest Quadrant- two tanks were installed to supply water for the BMX track. The punch list items are being worked on and final completion should be next week.

Petry Statue- landscape is 99% complete. There will be improvements around City Hall in preparation of the ceremony.

Airport Road- landscaping has 100% construction drawings. The original plan to have a DC controller has been changed to the central controller as part of the water conservation effort. The controller sets up a master valve flow meter with alarms to register high flow and shutdown the system if triggered.

The budget cost estimates for the project are higher than the maximum allowed and the project would be put out for bid.

Ranchos Del Sol, Milagros and Candelero Parks- work is being done by the 2008 Parks Bond crew and should be complete by June, 2013 and would transition to the 2012 Bond and go into 2015.

Mr. Gurule noted that Henry Romero from Facilities had retired. He said he was the person who took care of accessible issues with improvements and there could now be some "bumps in the road."

Ms. Hansen said Chair Booth left her questions with her and she asked for information on 1) the progress on the MOU (Memorandum of Understanding) for the trails and parks, 2) the BMX management and, 3) the organized sports resolution.

Mr. Gurule said Parks is working on the BMX with Mr. Coriz, who wants to be a nonprofit and take over/ manage the BMX. The Risk Department is looking for a third party trails person to assess the track.

Mr. Gurule said after assessment, whether to redesign or amend the current design would be determined and the person taking over would have less risk. He said the track would operate separately from the City, but the City would assist with money for maintenance and liability insurance. Dave Chapman would look for grant money so the City budget wouldn't be impacted.

Ms. Guerrerortiz asked if anyone had looked at how Albuquerque handled their dirt parks.

Mr. Gurule said Albuquerque is open for a lawsuit. He said Santa Fe followed the City of Gallup. He said there is a lot of risk and not many insurance carriers are willing to cover the track. The City is making an effort to get the track in condition so it can be covered.

Mr. Gurule said Judith Amer (Legal) is working with Margaret Alexander on an MOU specifically for Trails Alliance. The Legal Department thought separate MOUs should be done for other volunteer groups. He added that the City is anxious to resolve the issue and the City Manager has "all hands on deck" to cover everything as soon as possible.

Ms. Hansen said Councilor Dominguez would speak about organized sports and might some answer questions. She asked Councilor Dominguez to speak at this time.

Councilor Dominguez thanked the Commissioners for looking at the bill at the last meeting. He said what was presented at that time has been changed and many of the MRC mandates were re-organized and much of the change was language clean up.

A summary of Councilor Dominguez's changes to the bill follow:

- A fee of \$25 per league, per sport, would be charged per season.
- A change to the clean up days is that representatives from each league would be required to participate in *one* clean up day, instead of two, similar to Keep Santa Fe Beautiful. Staff would coordinate the day with the league.
- A letter from MRC users would be required and should include: the type of sport, the estimated number of participants and age groups served, the estimated days/hours needed for field use per season, the mission/goals of the league/school, and a yearly budget that includes a general statement of revenue and expenses.
Each league/school shall include with the letter: a statement from the league/school's audit company that reflects the most recent financial audit; and code of conduct and bylaws and other documents that demonstrate how the league/school was organized and operates.

Melissa McDonald entered the meeting at this time.

- A league letter would be required to be sent to the parents/guardians of the participants with a copy of the letter of request to the City and all supporting documents required; along with a summary of the City's cost to maintain each sports field (provided by the City to the league/school.)
- A sports field maintenance fund would be required, in addition to, not in lieu of what is currently allocated.
- The adult leagues would not be impacted as it pertains to City parks.

- To date \$5,625 has been collected in FY 2013 and since 2009/10 the most collected is \$10,000. Maintenance cost is around \$630,000 and includes tipping fees and personnel.

Councilor Dominguez said parents have told him that leagues say the cost for their children to participate is because of the City fees to leagues.

Ms. Guerrerortiz asked why the City would require an audit. Councilor Dominguez replied that the real goal is for parents to know that the leagues are registered.

Councilor Dominguez said a resolution with the bill would direct staff to come up with details for the cleanup day; timing and requirements, etc. and that the City would collect the money, not the leagues. Staff will develop a process to ensure leagues submit the required paperwork.

The Commissioners discussed cleanup day. Councilor Dominguez said that was part of civic engagement and would be beneficial to young people. Ms. Guerrerortiz said she thought other people would participate if advertised. Ms. Hansen cautioned not to plan the event too close to the Santa Fe Clean Up because it would draw from those participants.

Councilor Dominguez said the resolution would be presented to Public Works on Monday (March 25), followed by Finance (April 1) and then to City Council (April 10.) He added that a voluntary sports maintenance fund provision would be on the City monthly utility billing statement. Constituents could make a contribution to maintenance, not in lieu of but in addition to, the fund.

Ms. Hansen asked that a copy of the final resolution be sent to Chair Booth and Mr. Gurule before the resolution went to City Council and Chair Booth could send a copy to everyone.

Mr. Gurule said he could bring the adopted resolution to the April POSAC meeting and members would receive a copy before the resolution went to City Council.

Ms. Hansen thanked Councilor Dominguez. She said the Commissioners were grateful he accepted their recommendations.

Councilor Dominguez invited members to call him or Mr. Gurule with their questions.

Ms. Guerrerortiz said improvements to the irrigation systems etc. are a good reason for a press release to keep *selling* the bond. She suggested Ms. McDonald and Chair Booth help with that, since this is a water conservation effort.

Ms. Hansen said that Chair Booth requested Mr. Wood provide information on his training in Nebraska; the Urban Forest Workshop and Arbor Day.

Mr. Wood said his training in Nebraska was funded by a grant from the New Mexico State Forestry. He said out of 236 applicants only 29 were accepted.

Mr. Wood said the training was more a leadership conference than about tree care. Training dealt with different aspects of a city forester; working with wards, committees, community groups and volunteers

and dealing with the press, writing press releases, etc. Classes started at seven in the morning and ended about ten each night and meals were within a working group.

Mr. Wood said he got a lot from the conference, including networking between the City of Santa Fe and other cities like Pittsburgh and Philadelphia and cities in Texas and California. He said that could help with the development of the urban forest re-management plan and on Santa Fe's aging forest and how to increase canopy and could assist with the water conservation, air purification etc.

Mr. Wood said each day was on a separate topic and he would put details in a written report.

Having established quorum Ms. Hansen returned to the agenda format.

APPROVAL OF MINUTES- February 19, 2013

Page 3, paragraph 7: should be CIP instead of CIT.

Page 10 reference to the *Dosey* program should be Docent program (for volunteers who are trained in more knowledge on a given subject.)

Ms. McDonald moved to approve the February 19, 2013 minutes as amended. Mr. Torres seconded the motion and it passed by unanimous voice vote.

APPROVAL OF THE AGENDA

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

OLD BUSINESS (continued)

- Interview with POSAC Candidate – Action Item

Ms. Hansen passed out information on Mr. Nic Smith and asked if the Commissioners wanted to interview Mr. Smith or forward the nomination to the Mayor.

Ms. Taylor and Ms. McDonald thought it made sense to have Mr. Smith attend a meeting.

Ms. Guerrerortiz said Mr. Smith has been to meetings and has been involved with the Northern Soccer League for about 20 years. She said he would advocate for multiuse fields and is well-known in the community.

Ms. Guerrerortiz moved that POSAC request the Mayor to appoint Nic Smith to the Parks and Open Space Advisory Commission. Ms. Taylor seconded the motion and it passed by unanimous voice vote.

- Ashbaugh Bridge Opening – Action Item

Ms. Hansen said she and Chair Booth wrote a letter (Exhibit 1) to Mayor Coss regarding the Commission and the neighbors of Ashbaugh Park organizing an opening ceremony. She read the letter to the Commissioners.

Ms. Guerrerortiz thanked Chair Booth and Ms. Hansen for preparing the letter.

Ms. Guerrerortiz moved that the Parks and Open Space Advisory Commission support the letter as presented and that the letter be sent to the Mayor and City Manager. Mr. Torres seconded the motion and it passed by unanimous voice vote.

NEW BUSINESS -None

REPORTS

- Patrick Torres – Extension, Tree City, Community Gardens

Mr. Torres said events were being planned for April 26, Arbor Day in Santa Fe.

Mr. Wood added the date was chosen for Santa Fe because most of the frost would be over. He said April is Arbor Month and a proclamation was received from Mayor Coss.

Mr. Torres said the Municipal Tree Board (MTB) would meet after POSAC and discuss a schedule for a rotating chairperson and Mr. Wood would provide the status on the Quality of Life funding.

He said Santa Fe qualified in 2012 for the fourth year in a row, as TCUSA (Tree City USA.) He noted that Santa Fe is one of the younger TCUSAs in New Mexico.

Mr. Torres said the Board has discussed implementing policies for the memorial planting of trees.

Ms. Hansen asked if trees were available to plant at the Ashbaugh opening. Mr. Wood offered to donate at least one.

- Ms. Esparza –Community Gardens

Ms. Esparza said the Home Grown New Mexico seed exchange would be held the following night at Frenchy's from 4 to 7 p.m. and everyone was invited.

Mr. Torres said some of the community garden leaders met about theft. City staff had recommended signage and the group would look at the language for the signs.

Ms. Guerrerortiz said the County Park Planners are working on their first community garden in South Meadows. She asked who they could speak with.

Ms. Hansen said that was a perfect situation for collaboration between the City and County. She mentioned a joint meeting would be held between BTAC, the County and City and COLTPAC that she and Chair Booth would attend.

Ms. Esparza offered to give Amy Hetager (Home Grown New Mexico) the information and to e-mail the planners some information and pictures.

- Anna Hansen - District 3 / Bicycle MPO, Art in the Parks, Acequia Trail

Ms. Hansen said she had no reports but wanted to bring up that POSAC has participated in past years in Community Day. She asked if Parks planned a booth.

Mr. Wood said currently he doesn't have a purchase requisition approved and couldn't say what Parks would offer with regard to trees, etc., but they would participate.

- Sandra Taylor: District 2 / Parks History/ Tree City

Ms. Taylor mentioned the new members on the MTB: Paul Navaret, Tracy Neal and Zander Evans. She said all are knowledgeable and she thought would be very active.

Mr. Wood said he hadn't yet brought the information to the MTB; however Mr. Navaret had declined and left an opening. He said he has interested parties.

- Melissa McDonald: Water Conservation, Young Families

Ms. McDonald said she attended the xeriscape conference in Albuquerque where LID (Low Impact Development) and xeriscape was combined. A summary of her meeting notes follow:

- Good examples of curb cuts was shown and cities where that is happening. The Water Conservation Committee discussed doing a demonstration project on a curb cut median, etc. and she thought there is more to be looked at in terms of saving [water.] She wants to do a demonstration in a couple of months and Mr. Wood said he has the documents.
- Slow Money is creating a fund for community gardens and asking for donations. The money is re-circulated like a micro loan and is a way to encourage community agriculture. A private partnership was being done in Boulder and Ms. McDonald would follow up to see if Santa Fe could generate resources for community gardens etc.
- Discussion included the importance of maintenance in lowering water use and how over-pruning causes a plant to use more water.
- Dana Carter with Urban Forestry talked about the I-Tree Program; a data collection on urban forestry trees. Mr. Wood pointed out he is looking at Tree Keeper and Forest Matrix because the I-Tree software doesn't work with tablets and phones and has to use a PDA in the field.

Ms. McDonald said the Parks Department could play a big role in getting the information out.

PUBLIC COMMENT

Kathy Clark said she came to listen and is interested in prairie dogs.

DATE AND TIME FOR NEXT MEETING: April 16, 2013

Ms. Hansen and Ms. McDonald noted they wouldn't be at the April meeting.

ADJOURN:

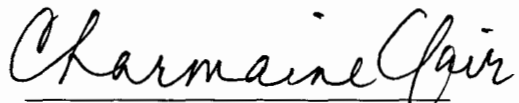
Ms. Taylor moved to adjourn the meeting. Ms. Guerrerortiz seconded the motion and it passed by unanimous voice vote.

Having no further business to discuss, the meeting adjourned at 4:31 p.m.

Approved by:


Anna Hansen, Facilitator

Submitted by:


Charmaine Clair, Stenographer

Dear Mayor Coss,

The Parks and Open Spaces Advisory Commission and the neighbors around Ashbaugh Park would like to organize an opening for the recently completed bridge that links Los Pinos Property to the Acequia Trail via Ashbaugh Park. The neighbors have been waiting for literally years for this bridge and they are ready to celebrate. Anna Hansen, a resident of the neighborhood who has been working with the neighbors for fourteen years to support building this bridge would take the lead in working with Jody and the City to organize the event.

Please let us know as soon as possible how we could proceed since the neighbors are very excited about the opening.

Warm regards,

Bette Booth
Chair, Parks and Open Spaces Advisory Commission

c.c. Robert Romero