



Agenda

DATE 3/11/2014 TIME 11:00amSERVED BY Jessie EsparzaRECEIVED BY [Signature]

Parks and Open Space Advisory Commission **The Barn at Frenchy's Field • Osage and Agua Fria Streets** **Tuesday, March 18, 2014 • 3:00 p.m. - 5:00 p.m.**

1. Call to Order
2. Roll Call
3. Review and Approval of Minutes: February 18, 2014
4. Approval of the Agenda
5. Old Business:
 - a. Parks Department Update: Ben Gurule
 - b. Report of 2008 Bond - 2008 Bond Audit
 - c. 2012 Parks Bond Implementation
 - d. Community Garden Program
6. New Business
 - a. Trail Maintenance, Volunteer Coordination, and Promotion:
Efforts by the Santa Fe Conservation Trust for the City of Santa Fe Tim Rogers
 - b. AN ORDINANCE RELATING TO TOURNAMENT FEES AND ADULT LEAGUE FEES AT THE MRC AND CITY SPORTS FIELDS; AMENDING SUBSECTION 23-4.12 SFCC 1987 TO ESTABLISH TOURNAMENT FEES, AMEND THE ADULT LEAGUE FEES AND TO INCLUDE YOUTH LEAGUE REQUIREMENTS TO BE CONSISTENT WITH SUBSECTION 23-7.5 SFCC 1987; AMENDING SECTION 23-7.5 SFCC 1987 TO ESTABLISH TOURNAMENT FEES AND TO AMEND THE ADULT LEAGUE FEES; AND MAKING SUCH OTHER STYLISTIC AND GRAMMATICAL CHANGES THAT ARE NECESSARY. (Councilor Trujillo) (Jennifer Romero)
 - c. Western Adaptation Alliance's convening on Agriculture and Water – Katherine Mortimer - 4:40 PM
7. REPORTS from Sub-Committees (Brief report about progress of committee)
 - a. Water Conversation - Finances – Permanent Funding for Temporary Park Workers (2014-15)
 - b. Tree City
8. Possible Reports from POSAC Commissioners
 - Bette Booth: District 3, Youth involvement, Prairie dogs, BMX motocross, BTAC/POSAC/COLPAC member, Funding Source for Park Workers, Memorials and Friends of Parks and Trails, Climate Change effects on parks, Parks on the City Website.
 - Daniel Coriz: District 2 Youth, BMX, motocross & pump track: building and maintenance
 - Oralynn Guerreortiz: District 1, Tierra Contenta parks and trails connections, Funding Source for Parks.
 - Joe Lehm: District 1, Skate Parks, Wheel-friendly Trail connections
 - Melissa McDonald: District 2 Water Conservation, Young Families, Funding Source for Parks.
 - Sandie Taylor: District 2 Tree City
 - Pat Torres – Extension, Tree City, Community Gardens
 - Anna Hansen, Chair – District 3, Art in the Parks, Trail connections to Parks, Memorials, BTAC/POSAC/COLPAC Coordination, Funding Source for Parks (Planning for the Future).
8. Public Comments
9. Confirm date and time for the next meeting – April, 15, 3-5 PM

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CITY OF SANTA FE
PARKS AND OPEN SPACE ADVISORY COMMISSION

March 18, 2014

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

TUESDAY, MARCH 18, 2014

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, Chair, on this date at approximately 3:00 p.m. at Frenchy's Barn, Osage and Agua Fria, Santa Fe, New Mexico.

ROLL CALL

Roll call indicated a quorum as follows:

Members Present

Anna Hansen, Chair
Bette Booth
Daniel Coriz
Oralynn Guerrerortiz (arrived later)
Melissa McDonald (arrived later)
Sandra Taylor
Patrick Torres

Members Absent

Joe Lehm (excused)

One vacancy left by Nic Smith

Staff Present

Rich Lopez, Parks Department
Jennifer Romero, MRC Manager

Others Present

Tim Rogers, Public Works, Roads & Trails
Robert Wood, Water Department
Charmaine Clair, Stenographer

APPROVAL OF MINUTES- February 18, 2014

Ms. Taylor moved to approve the minutes of January 21, 2014 as presented. Mr. Torres seconded the motion and the motion passed by unanimous voice vote.

APPROVAL OF THE AGENDA

The Community Garden Program would be heard before the Parks Update.

Ms. Booth moved to approve the agenda as amended. Ms. Taylor seconded the motion and the motion passed by unanimous voice vote.

OLD BUSINESS

d. Community Garden Program – (Revised Agenda Order)

Chair Hansen said she had hoped Ms. Esparza would be present because she met with the majordomos yesterday. Having no additional information, no report was given.

Ms. Romero said she was left a note by Mr. Gurule that the Parks Division has not charged for water in the past and is okay, because of the positive influence to the park. She said Mr. Gurule asked her to ask the Commissioners if they want to have a special meeting to discuss the issue further.

Ms. Taylor said charging for water in the community gardens is part of the founding resolution and she wasn't sure within the Commission's purview. She said that has to go through City Council.

Ms. Booth said this would take time and there should be a separate meeting. The founding resolution states they have to charge for water. She said the parciantes have to pay for all of the water used and have been charging \$15 per year for water.

She said she has asked Mr. Gurule for the correct readings for the gardens. She explained Sunny Slope Garden would pay \$192 per person if the readings are correct and her meter at Frenchy's was half of the reported use. She said there are meter problems.

Ms. Booth said she suggested the majordomos read the meters each month and feed the information to Parks and the parciantes so they know how much water is used.

Chair Hansen said she would set up a meeting with Ms. Taylor, Ms. Booth, Parks staff and anyone else interested. She asked Barry Rudolph if he had anything to say about the community gardens.

Mr. Rudolph said he understands there is a question about the integrity of his efforts. He explained he has been the majordomo of the Acequia Cerro Gordo for the last 15 years and the renovation was to incorporate the community garden. He took drawings to the City in 2008 and requested the garden.

He said this is a community effort and he had a petition that shows everyone who wants the garden. (Exhibit 1) The Garden Council was formed in 2011 at the request of Fabian Chávez and in 2012 the orchard was planted as part of their request.

Ms. McDonald entered the meeting at this time.

Mr. Rudolph understood the hold up on the garden was a water meter and disability access at an estimate of 15,000 dollars. The money is in the budget and Frank and Jason in Facilities said it is a matter of shifting the money, which was supposed to happen by the end of last summer.

Ms. Booth said there was never a question about the integrity of his efforts. She explained that POSAC did not have that information. The resolution forming the community gardens requires a public meeting and there was a question of whether there is interest in putting in a community garden.

Mr. Rudolph was thanked for the information and told the information would be entered into the record and show that Adam Armijo is interested in a community garden.

a. Parks Department Update: Jennifer Romero for Ben Gurule

Jenifer Romero explained she was present on behalf of Mr. Gurule to give the Parks update and additional information for the Parks Division. A summary of the March update follows:

SWAN- the fourth progress meeting was held this week; earthwork continues and a main line was run from the Wastewater Plant tank.

MX track- the fence will be installed this week. Additional funding is needed; culverts will be installed for drainage and earthwork is 90% complete and work on the jumps is planned.

Colonial Prisma- schematics are redlined and awaiting the final set of drawings. The in-house crew will bid on the project.

San Ysidro Park- a final walk-through was conducted with the contractors and Parks staff and the site is being reviewed to see if the City takes over the park.

Ft. Marcy Ball Park- the Healing Wall Veterans Traveling Memorial will be at the Park through 24 March. Chair Hansen added a letter from a constituent was received that thanked the Parks Department for moving the sign that had been in front of the Ft. Marcy Park sign.

Ms. Booth asked the process for the in-house crew to bid on the project.

Mr. Lopez explained Parks would bid on the irrigation part and estimate the cost. He said he was at the meeting because Mr. Lehm had some issues with the DeVargas Skate Park and Mr. Gurule thought Mr. Lehm would be here.

Chair Hansen said Mr. Lehm met with Mr. Lopez and Mr. Gurule was not able to attend.

Mr. Lopez said the City didn't want the sidewalk connected to the skate park because of their liability. Mr. Gurule had agreed cement could be added, but not all the way to the sidewalk and a portion of the sidewalk would be a buffer to keep the crusher fine further from the skate area. There is also a planter where concrete could be poured.

Ms. McDonald asked about applying product to the crusher fine to help compact the stone. Mr. Lopez replied with constant use the stone would come loose again and create more maintenance.

Chair Hansen thanked Mr. Lopez. She said Mr. Lehm could meet with Parks staff on site.

b. Report of 2008 Bond- 2008 Bond Audit

Chair Hansen said she and Ms. Booth attended the Audit Committee meeting last week and the audit is moving forward. She said Liza Kerr would give a report.

Ms. Kerr with Internal Audit said the resolution was passed in February and she is in charge of setting up a task force to define the scope of the audit. The ordinance specifies the task force have one person from POSAC (Anna Hansen), one person from BTAC (Bicycle Trails Advisory Committee- Patti Bushee), one member of the Audit Committee (herself), one person from the Finance Department (Teresita Garcia) and one person from the Parks Division (Ben Gurule).

Ms. Kerr said her goal is to have the task force meet within a week and define the scope of the audit by the second week in April in time for the next Audit Committee meeting. Ms. Taylor asked about the meetings being published and Ms. Kerr wasn't sure and offered to get back with her.

Ms. McDonald asked if the questions that were brought up over the past months would be brought forward by Ms. Hansen and the minutes included in looking at the scope of work.

Ms. Kerr said she had contacted Ms. Booth and noted her concerns and would also talk with others. The minutes for the relative meetings were printed and she would be sure everyone's concerns are addressed. She said Ms. Hansen would bring forward the concerns from POSAC.

Ms. Kerr said she printed the BTAC minutes and Councilor Bushee would represent that Committee. She said there is a good task force and they would receive input and all of this will be public knowledge.

Ms. Booth said as part of public process she wanted to bring up that Chair Hansen has told her several times she felt the audit is unnecessary. Ms. Booth said she summarized the questions the Commission asked and asked that the representative to the Audit Committee, Chair Hansen, present the questions to the task force for consideration on behalf of POSAC. (Exhibit 2)

Ms. Booth moved that Chair Hansen present the questions to the task force at their first meeting and ask that the questions be considered when defining the RFP; and that Chair Hansen report back to the Commission on how the questions were discussed and the decisions were made about how they would or would not be included in defining the RFP. Ms. Taylor seconded the motion.

Chair Hansen said she did not have a problem with that. She said she felt Ms. Booth had misquoted her; she has never said that the audit was unnecessary. She did say that all of the money was spent on the parks and she believes that.

Ms. Kerr said at this point City Council determined an audit is necessary and she is moving forward on their recommendation to define the scope. She said this is an objective process and the task force would select an auditor to address the concerns raised.

Ms. Taylor asked if the auditor would be overseen by the task force or by the City Finance.

Ms. Kerr replied that as the head of the task force she is an intermediary who would be sure the process flows smoothly. She said key is to define the scope clearly and make sure questions are addressed.

Ms. Guerrerortiz entered the meeting at this time.

Ms. Booth suggested in the interest of time for people to look at the questions and send additional comments or questions in. She added they have discussed almost every question previously except the new section on reports that Mr. Gurule gave them. She noted that also raised questions.

Ms. Taylor, Ms. Booth, Mr. Coriz and Ms. McDonald voted in favor of the motion. Mr. Torres abstained from the vote until time to review the list of questions.

Chair Hansen said she also wants to read the questions, but has no problem reporting back to the Commission on everything that happens in the Audit Committee. She said it is important to prove the Parks Bond was spent in the best interest of the community of Santa Fe.

Ms. Booth said the question is whether POSAC's questions would be incorporated into the RFP.

Chair Hansen replied that is a question for the task force and she is *one* person on the task force.

Ms. Booth said there is no guarantee and why she made the motion. She said this is new ground and they are trying to make sure that the civil society board charged with advising the Governing Body on all parks issues within the task force would have their voices heard.

Ms. Guerrerortiz reiterated the motion as she understood it; she said she supported the motion.

Ms. Kerr offered a point of clarification that the "audit committee" everyone kept referring to is *not* the task force. She said the task force would determine the scope of the audit. A lot of things would be taken into consideration, including the original bond issuance wording and the wording to the voters. She said everything that went out will be looked at objectively to be sure what needs to happen does.

Ms. Kerr addressed Ms. Booth about the original "three" questions, because she now saw about twenty.

Ms. Booth explained there were three *main* questions:

1. Did we implement the intent of the bond; was everything done legally?
2. Did all the changes in the bond monies applications go through the legal approval process and what changes did the Governing Body approve?
3. What was implemented in relation to the Capital Improvements promised to the voters?

The vote was called:

The motion to present the questions to the task force with the conditions as stated previously, passed by majority voice vote.

c. 2012 Parks Bond Implementation

Ms. Romero said there is a recommendation to reallocate funding from West DeVargas and Escondido Parks to parks needing funding. She said \$167,513 available; Escondido Park has \$21,842 and the total is \$189,355.

She outlined the needs as follows:

- Escondido Park canceled the improvement of the existing drainage and park furniture.

- West DeVargas Park security lighting is complete; about \$25,000 is needed to complete the skate park, which includes removing the crusher fine to replace with hardscape.
- John Griego Park needs \$22,929 is needed to finish the scope of work.
- Adam Armijo needs \$25,000 to complete the community garden and a neighborhood meeting would be held prior to doing the garden.
- Patrick Smith Park needs \$75,000 for archaeology, irrigation and the parking lot.

Ms. Guerrerortiz said there are two ways that could be done: one is to trenches and archaeology would be done after looking at the trenches; the second is for archaeology to stay the whole construction. The trench route has been approved in the past by SHPO (State Historic Preservation Office) and the City.

Ms. Romero said the \$75,000 is the low estimate. The City requested a variance to waive the City code that requires a surface survey and report. She would take Ms. Guerrerortiz's recommendation to Mr. Gurule.

Ms. Guerrerortiz added that she preferred the surface survey. Ms. Taylor that the last time the surface survey was done they found a bone and had to bulldoze a fourth of the park.

Ms. Booth said at the last meeting for West DeVargas it was recommended not to distribute the money until they see what happens at Ragle. She said the Commission had agreed that the skate park money should stay in the skate park.

Ms. Romero said she would note the request. She continued with the Park needs:

- Rancho Siringo needs \$41,426 to finish the work. (Ms. Guerrerortiz asked if the bid came in too high and Ms. Romero said she would find out and report back.)

The members discussed the skate park monies. Ms. Guerrerortiz recollected that money left from West DeVargas was not a matter of making sure Ragle was covered, but waiting until Ragle and *all* of the other parks were finished.

Ms. McDonald also recalled that money for the skate park would not be allocated until things were completed. She added there are also issues raised about the skate parks that need to be resolved.

Ms. Booth said in terms of changing projects; the projects canceled need to go to City Council. She asked how the Escondido neighborhood input was received because when she talked with them the neighbors wanted something done.

Ms. Romero said she doesn't know what the process was, but could find out. Mr. Lopez added that in the past the neighbors said they didn't want anything because they don't want kids hanging out.

Ms. Guerrerortiz said it bothers her for people to say they don't want their parks fixed up because they wouldn't want them used. She said she understands their concern, but we want our parks used.

The members discussed the environment at Escondido Park and agreed feedback was needed from the neighborhood.

Chair Hansen asked if the \$75,000 was to redo the irrigation at Patrick Smith Park. Mr. Lopez replied it was also for the parking lot, which needs base course.

Ms. Booth said the 2012 Bond called for ADA parking, which has been done and that is one of the questions.

The members discussed Patrick Smith Park and how the money would be used.

Ms. McDonald suggested the park be redesigned to contain cost if improvements are done in the future. Ms. Guerrerortiz added that using the old design would be valuable if they go through the old trench lines. Then the City could argue not to do the archaeological report, because nothing new is disturbed. She offered to help argue that point.

Chair Hansen in response to Ms. Booth, said she has asked Mr. Gurule for the other half of the 2012 Bond information.

NEW BUSINESS

- a. Trail Maintenance, Volunteer Coordination, and Promotion: Efforts by the Santa Fe Conservation Trust for the City of Santa Fe -Tim Rogers

Mr. Rogers thanked the Commission for the opportunity to let them know about what he is doing. He said formerly he worked on the Bicycle Master Plan and now is employed by the Santa Fe Conservation Trust as their Trails Program Manager. Through a PSA (public service agreement) with the City, the Trust provides trail volunteer coordination services. His job is partly to look at maintenance needs on the natural surface trails and getting volunteers to address those needs; specifically erosion issues. He thanked Mr. Coriz for putting in a lot of volunteer hours.

He said the Dale Ball trails is the focus of this contract and Dale Ball Day was held March 7 at the Sierra Del Norte trailhead. The event was attended by Dale and Sylvia Ball and there were guided hikes and bike rides and trail maintenance activities.

Mr. Rogers said he wants to learn to coordinate and work with the Parks staff. He explained that trail heads are primarily Parks staff responsibility, but they could learn a lot from each other. He has questions and gets questions from people about open space events and permitting, etc. He hopes to line up training opportunities and would be happy for City staff to participate.

Mr. Rogers said another piece of his work is to promote the use of the trails and he plans to work with partners such as the school district to raise awareness and organize field trips. He is working with Michelle Rogers at the GCC Recreation Department and would pursue grant resources to pay for transportation and field trips and, from the public angle, help get kids out and active.

Ms. McDonald thanked Mr. Rogers. She asked if there was interest in kids helping with the construction of trails.

Mr. Rogers said they would recruit with high schools for volunteers for trail maintenance, because they are old enough to do good work and many of them want to build their community service record. He wasn't sure about the ability of middle school kids and elementary grades would just be field trips.

Ms. McDonald offered to send Mr. Rogers the information on the new academy on sustainability on the south side. Chair Hansen added that an article was in the Green Fire Times about them by Kim Shanahan.

Mr. Coriz asked about maintenance issues on trails in the Northwest Quadrant.

Mr. Rogers talked about the La Tierra trails which have a lot of flat areas where water gathers. He explained that maintenance on the Dale Ball trails is easier because they were professionally built. He said the La Tierra trails terrain has more trails that become a ditch. La Tierra would definitely be a focus of work, but they would focus first on the Dale Ball. He said there are a lot of other soft surface trails and that is another reason to work with the Parks staff. He said Leroy Pacheco in Parks and Trails is the point person for the contract.

Mr. Rogers was acknowledged for his good work and congratulated on his new position. Chair Hansen said the Commission is happy he is there and looks forward to working with him.

- b. An Ordinance Relating To Tournament Fees And Adult League Fees At The MRC & City Sports Fields; Amending Subsection 23-4.12 SFCC 1987 To Establish Tournament Fees, Amend The Adult League Fees And To Include Youth League Requirements To Be Consistent With Subsection 23-7.5 SFCC 1987; Amending Section 23-7.5 SFCC 1987 To Establish Tournament Fees And To Amend The Adult League Fees; And Making Such Other Stylistic And Grammatical Changes That Are Necessary.
(Councilor Trujillo) (Jennifer Romero)

Ms. Romero said for several years the adult leagues have asked how they could decrease the tournament and permit fees and felt that Santa Fe charges more than other New Mexico cities. She said there was a meeting with the leagues; softball, soccer, rugby and Councilor Trujillo and the legal staff changed the ordinance. She outlined the recommendations:

- The \$100 team fee for *adult league* activity would be omitted; tournament fees would be a \$25 flat fee per team. The changes were approved by the Finance Committee with a condition that the ordinance is looked at in March next year to see if additional revenue was generated for tournaments; or was lost by decreasing the rate; or whether changes are needed.
- Tournament fees at the MRC in the last FY generated under \$3000 and expenses exceeded that by \$60,000 or more. Councilor Rivera asked to amend that and that would be presented to the Public Works Committee on Monday and the Governing Body on Wednesday with a public hearing schedule in April. A final decision would be made after the public hearing.
- The expenses for maintenance needs were considered for other sports turf fields like SWAN that might come on board. An increase in tournaments and league activity could result in an increase in maintenance.
- The goal in terms of tournaments is to partner with the Recreation Division and the board of the Softball Association to bring in more tournaments that generate revenue.

Ms. Taylor asked who would be accountable for maintaining the statistics that result.

Ms. Romero said she and her staff would track the number of leagues, the players and how the money was deposited and the funding generated would be reconciled with their financial system. Barbara Lopez would be responsible for tracking the Parks Division and Permitting.

Ms. Taylor asked about tracking maintenance costs and upkeep.

Ms. Romero said the Finance Committee asked to have expenses separated by category; soccer, rugby, softball, etc. to have more accurate tracking and they will look at that and possibly working with the Finance Department.

Ms. Romero said also another option in the future could be the Santa Fe Soccer Board depending on legislative funding and whether they can take over soccer permitting, etc. from the City.

Ms. Taylor moved to recommend approval of the proposed ordinance and forward the recommendation to Public Works and the Governing Body with two caveats: 1) that the ordinance is reviewed within one year and 2) the review includes both revenue and expenditures. Ms. Booth seconded the motion and the motion passed by unanimous voice vote.

c. Western Adaptation Alliance's convening on Agriculture and Water- Katherine Mortimer

Ms. Romero explained that Ms. Mortimer is in another meeting and sent her regrets she couldn't be present until later. Information was passed out for Ms. Mortimer describing a meeting in Santa Fe in May to address issues of agriculture and water. (Exhibit 3)

REPORTS from SUB-COMMITTEES

a. Water Conversation- Finances/ Permanent Funding for Temporary Park Workers (2014-15)

Ms. McDonald said her information could be included in next month's packet, but she would briefly review her report, which is summarized as follows:

- Mr. Wood attended the last meeting. The subcommittee has been looking at parks rankings in various scenarios. The scenario at the last meeting was parks in stage orange.
- Six parks were selected for a closer look: Lopez, Cornell, Los Milagros, Galisteo, Franklin Miles and Ragle. The parks were compared in EPA guidelines, a water-sense program, water conservation formulas and the City drought ordinance in orange.
- The parks are operating at efficiency rate; the subcommittee would look at the square footage of each park again to ensure everyone is in agreement.
- Discussion was on the need for: ET controllers to be correctly placed and to have accurate ET a weather station should be more centrally located than the one at the airport (Water Conservation might have a weather station that could be used); and better training and the ability to repair irrigation and to have enough training resources to do things correctly.
- Grants are available and should be pursued; the Defense Department has \$6.2 million in grants. The City has a staff person that does grants (David Chapman.)

Ms. Guerrerortiz added one goal is water conservation in parks; another is to look at the amount of money that the Parks Department spends on water. Penalty fees are now being paid and work is being done to get a beneficial rate tied to the park's actual need; unless a park over consumes, there would be no penalty. The hope is to retain the savings within the Department to help fund improvements to the parks to increase the water conservation.

Ms. Booth asked along those lines, when the members would talk with the Mayor.

Chair Hansen replied she sent an e-mail requesting the Mayor come to a meeting. She is waiting for a response. She would bring dates back to the Commission when she gets them.

Ms. Guerrerortiz said if the Mayor finds it difficult to make the meeting; a small group in the past had gone to meet with him. They presented POSAC's goals and asked if he had goals he wanted POSAC to move forward with.

Ms. Booth said another thing that has been helpful is the list of who they are and what constituencies are represented. She said it is powerful for people see that POSAC represents a wide variety of constituencies and districts.

Ms. McDonald was acknowledged for spearheading the effort and doing a great job.

b. Tree City (MTB-Municipal Tree Board)

Mr. Torres said the MTB Board met this afternoon and in a nutshell he summed up the meeting with the word *frustration*. He said some of the Board visited with Parks staff last month and were led to believe that a Parks staff person would be present at the MTB meeting. He said he appreciated Mr. Wood attending to represent the City, but in Mr. Wood's new role, his information is limited. He said most of the items on the agenda had to be tabled.

Mr. Torres said the consensus among Board members was that there isn't significant demonstration from staff to make things happen through the Board. The Board asked that he draft a letter to express their concern to the Parks Department. He said the Board is here to help, but if they are thought as a hindrance they should know, so they don't waste their time or staff's time.

Chair Hansen asked Mr. Torres to copy her on the letter to the Parks Director. She said she would forward the letter to the Public Works Director. She said Tree City is an important program and part of the community and has received a number of grants to plant trees.

Ms. McDonald added that tree planting is one of the most important things and trees are important and she would be sad if there is no longer a Board.

Chair Hansen said a person needs to be hired to fill Mr. Woods's position, but she isn't sure if they would be an arborist. Ms. Booth added she understood an arborist would not be hired.) Chair Hansen suggested MTB might need to expand their scope to include water conservation to have additional staff.

REPORTS

Betty Booth – said she learned that the state funded \$320,000 for shade structures in the parks. She asked Chair Hansen to ask where the shade structures would be placed.

Daniel Coriz –Mr. Coriz said the guys got to ride at the motocross track and gave feedback to the City Parks and 'Rec.' The track is planned to open the first or second week in April. He added that the dirt jumps are being worked on at the Northwest Quadrant.

Joe Lehm – Chair Hansen said an e-mail from Mr. Lehm said Joe had not heard from Frank Archuleta on the RFP for the Ragle Skate Park. He wants to meet on that. Mr. Lehm said in the e-mail he had met with Richard Romero and is moving forward with that.

Anna Hansen – Chair Hansen said regarding the capital outlay shade structures, she had worked with Representative Egolf who had asked for the shade structures. She said she worked to get the structures with Councilor Ives and she sent a memo to the City Manager and Mr. Gurule asking how POSAC could help. She said the Commission should provide input on the placement.

Mr. Coriz said he has been asking for a shade structure at the Northwest Quadrant for years.

Chair Hansen suggested members gather information on where the structures should be placed in the community. The money would be available the first of July.

The members discussed shade structure designs.

Chair Hansen said the Acequia Trail underpass is moving forward and there was a beautiful demonstration at El Museo Cultural. She said there was a full scale representation and the drawings were beautiful. She said the Acequia Trail connecting Ashbaugh to Larragoite is finished and the Parks and Trails Departments did a beautiful job.

Chair Hansen said March 29 is the Sports Field Clean-up Day for those who would like to participate.

Chair Hansen asked Ms. McDonald to talk about the conference since Ms. Mortimer had not yet arrived.

Ms. McDonald said the conference she attended was exciting and energizing and had great regional connections. This conference will be on food systems and is a great opportunity for Santa Fe to share and shine and learn a lot. She encouraged people to read the information on the conference and contact Ms. Mortimer if they know of someone that should be considered to attend.

PUBLIC COMMENT

Mary Shruben with Rancho Siringo neighborhood said she has tried to get amendments to Frank [Archuleta] and Jason [Kluck] for the reduction in plantings specified in the original drawings. She said the neighborhood thinks there are too many plantings and some are misplaced and asked that the number of plants be reduced.

Ms. Romero offered to make a note regarding her comments.

Mr. Wood said Sunday, March 22 is World Water Day and a small celebration would be held at the water wheel at Frenchy's. He invited everyone.

Katherine Mortimer entered the meeting at this time.

Chair Hansen introduced Ms. Mortimer and explained that Ms. McDonald gave a short overview.

Mr. Mortimer said a team of up to seven people needs to be selected. The last conference was specifically on water, but this conference is on food, agriculture and water. She asked if Ms. McDonald had time to attend.

Ms. McDonald said although she is willing, there are many good knowledgeable people Ms. Mortimer could choose. She offered to help Ms. Mortimer identify some.

Ms. Mortimer explained that people go to the conference as a team and attend different sessions and is then the team is regrouped and assigned tasks. She said the team leaves with an action plan.

Ms. Mortimer said she would like to get more support and is hoping that unlike the last conference the administration would take a new look at their plans for moving this forward. She said if staff from different areas comes forward to say they see a need for this and want to function as a team, it would be helpful.

She explained there had been a green team that failed because of a lack of continuity. She said the work is too important to let languish because of a perception that a green team wouldn't work.

Ms. McDonald suggested considering a name change and revisiting the team's needs and what works and what doesn't. She offered to discuss that with Ms. Mortimer.

Chair Hansen said it would be great for Ms. McDonald to be a representative for POSAC and get back with the Commission on what is happening with the conference.

DATE AND TIME FOR NEXT MEETING: April 15, 2014

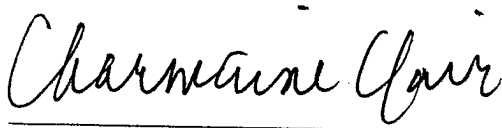
ADJOURN:

Having no further business to discuss, the meeting adjourned at 5:01p.m.

Approved by:


Anna Hansen, Chair

Submitted by:


Charmaine Clair, Stenographer

April 27, 2011

From: The Garden Council of Armijo Park



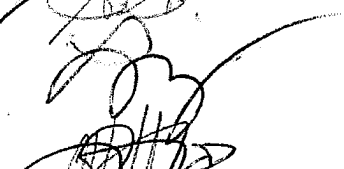


To: City of Santa Fe Parks Department

With this letter, The Garden Council of Armijo Park introduces itself to the city Parks Department and:

REQUESTS assistance in the establishment of an orchard and, eventually, a community garden in Armijo Park;

AGREE that the undersigned participants ["Parciantes"] will be responsible for costs incurred, if necessary, and all maintenance for all plantings done in collaboration with the Parks Department;

ELECT, as Chairperson for The Garden Council of Armijo Park, Barry Rudolf, 1538 Cerro Gordo Road a forty year resident/owner at above address.

Signature	Print	Address/Phone
	BARRY RUDOLF	1538 CERRO GORDO 988-3026
	Anthony Armijo	1534 CERRO GORDO RD 983-1171
	Lucy Boutanger	1522 CERRO GORDO RD
	John Fogarty	" 982-9002
	JEFF Carbine	471-5544

PETITION

Comes the undersigned, as community members, requesting the City of Santa Fe to allow and facilitate the creation of a community orchard and garden in the Adam Gabriel Armijo Park on Cerro Gordo Road with the understanding that the undersigned will share in the costs of metered city water used for these purposes.

<u>Name</u>	<u>Address</u>	<u>Phone</u>
B. RUDOLF	1538 Cerro Gordo	988-3026
P. Lucero	128 Lorenzo Rd.	986-1267
J. Lucero	128 Lorenzo Rd	505-231-9155
M. C. Melini	1524 Cerro Gordo	988-1865
Tess Blum	1538 Cerro Gordo	505-920-3120
SA NFOR. BASWT	1549 Cerro Gordo	982-8643
Bill Beacco	1549 CERRO GORDO	248-595-9567
Attest	1542 Cerro Gordo Rd.	505-992-1209
Anthony M. Arango	1531 Cerro Gordo Rd	505-501-9012
John Bogatz	1522 Cerro Gordo Rd	982-9002
Lucy Boulanger	"	15052700296
Susan Hall	1538 Cerro Gordo Studio	505-982-2141
Mark Anderson	1542 Cerro Gordo Rd.	982-9187
Cynthia West	1542 Cerro Gordo Rd.	982-9187
James Gollin	1688 Cerro Gordo Rd.	
RAD Kagan	1206 Upper Canyon Rd	483-5175
LEE BOWERS	1661 C. CERRO GORDO	992-1258
DANIEL KOVAT	1259 Cerro Gordo	983-9523

PETITION

***Comes the undersigned, as community members,
requesting the City of Santa Fe to allow and facilitate
the creation of a community orchard and garden in the
Adam Gabriel Armijo Park on Cerro Gordo Road with the
understanding that the undersigned will share in the
costs of metered city water used for these purposes.***

Name

Address

Phone

Ian Sutberland 1402B Cerro Gordo Rd 505 986 5009

Ian Ashkenazi 1402B Cerro Gordo Rd - 505 986 5009

ERIAN LONG 1496 CANYON RD. - 660-3374

John Vab - 1515 LUSA ST. #3 - 954-4061

BOO PALMER 2068 Paseo Primero 982-5426

SERENA PALMER-BROOKS 2068 Paseo Primero 920-0550

Michael Porter 1404 Cerro Gordo 986-8518

MELISSA SAVAGE 1477 1/2 Canyon Rd 983-8515

Jeff Carbine PO 714 S.F. 411-5544

POSAC QUESTIONS ABOUT THE FINAL 2008 PARKS AND BOND REPORT

Note: Data used in this document are from the *2008 Parks and Bond Report* submitted to POSAC December 17, 2013 and the incomplete *Parks Bond Implementation Report* submitted to POSAC in two parts (January and February 2014).

Did we implement the intent of the Bond? Was everything we did with Bond monies legal?

1. Was it legal to pay operational and recurring costs out of the Bond: (1) salaries and benefits for Parks administrative staff working on the Bond (approved by City Council in 2011), 2) Parks and Marty Sanchez Golf Course maintenance staff, 3) Other Public Works staff, 4) At least \$227,600.00 operational costs for the Marty Sanchez Golf Course, 5) other recurring costs)? In December 2013, the Finance Committee asked staff for documentation from the City Attorney and the Bond Committee that this was legal.
2. Which City staff salaries and benefits were paid out of the Bond? In December 2013, the Finance Committee asked City staff for documentation on who was paid out of the Bond monies (salaries and overtime) and what percentage of their time during this period were they working on Bond implementation and what percentage where they working on Parks general maintenance?
3. Was it legal to continue to charge reoccurring costs to projects that were reported to the City Council as "completed" in 2011 (see page 6 or a list of these parks).
4. Was it legal to charge reoccurring costs to projects that were cancelled?

Park	Budgeted Amount	"Funding from Bond Issues"	Bond Report Expenditure	Reason Project was cancelled
Espinacitas	5,500.00	17,922.00	10,331.00	Project cancelled. Site owned by Housing Authority.
Melendez	11,000.00	23,356.00	13,529.00	Project cancelled. Site is 90% on NMDOT right-of-way.
Peralta	6,250.00	19,633.00	2,163.00	Additional benches not needed. Project cancelled.
Monica Roybal	2,000.00	27,033.00	27,062.00	Lack of funding to upgrade irrigation.

5. Are there any conflicts of interest in either the in-house team supervisors/workers or external contractors? Did any family members benefit directly from the implementation of the Bond without going through appropriate contractual procedures?
6. Were Bond monies used for any projects that were not part of the Master Plan including La Resolana Park, Sun Mountain, 400th Anniversary, other? Were these projects/reallocation of funding approved by the governing body?
7. Powerplant Park: Did the contracting for this project (including the 2012 Bond follow-up contract with the architect and borrowing money from the Water Fund before the 2012 Bond was sold) follow appropriate procedures?

8. Were projects ADA compliant, particularly the Pueblos del Sol project? Dave McQuary (Santa Fe Planning Committee) reported to the City Council that the trails project required 24 ADA accessible curb cuts of which only one was implemented. This project reportedly came in \$400,000.00 under budget. Mr. McQuary reports that these curb cuts would have cost \$250,000.00 so there was sufficient funding in the original Master Plan budget to be complete these ADA requirement.

Background:

- The Bond ballot stated that funds would be used “acquire land for and to improve public parks, trails and open space for recreational purposes”.
- POSAC and BTAC were told as we were developing the Bond Master Plan and campaigning for the Bond vote passage that these funds could only be used for capital improvements. POSAC meeting minutes from August, September and October 2007 state, “The monies being dedicated to this initiative cannot be used for maintenance personnel.”
- These recurring costs were not included in the original 2008 Master Plan budget that the public voted for.
- The only documentation the City has provided in the binder in relation to using Bond monies for recurring costs is Dr. Melville’s memo that states “unless expressly provided for by statute, bond proceeds may not be used to pay for operating expenses (e.g. salaries and in-house labor). “Bond proceeds are limited to the payment of salaries for the number of hours (or % of FTE) of direct field workers or direct project managers for the number of hours that the employees are actually doing the work of the project”.

Did all of the changes in the Bond monies application go through the legal approval process, i.e. what changes in the Bond monies allocations did the governing body approve?

In December 2013, the Finance Committee Chair asked City staff to provide supporting documentation of memos and minutes where reallocations, budget adjustments and staff salaries were discussed/approved at City committee and City Council Meetings. Public Works has provided a binder with some documentation.

1. What City staff salaries did the governing body approve to be paid out of the Bond? The City documentation binder indicates that formal approval for salaries and benefits was requested in 2011 and only for specific people. (See page 7) Were any other City employees paid out of Bond monies? If so, whom? Were they directly implementing the Bond?
2. Were City staff salaries and benefits paid out of the Bond before the governing body approved them and was this legal? According to the first 2008 Bond Report, the City began charging recurring costs (salaries and benefits) to the Bond starting in 2008 but asked for the governing body approval in 2011.
3. Did the governing body approve paying operational costs at the Marty Sanchez Golf Course?
4. Were all reallocations of Bond monies over \$50,000.00 approved by the governing body, including: West DeVargas Park (\$212,819.00), Water History Park and Museum (149,999.92), SF River Parkway Park (\$100,000.00, \$212,819.00, \$77,572.00, \$197,170.00), Pueblos del Sol (\$86,000.00, \$127,958.00, \$99,146.00, \$49,318.00, \$111,877.00), Herb Martinez (\$86,000.00) and Patrick Smith (\$100,000.00

and \$56,000.00) Multiple changes that total more than \$50,000.00: Candelero (\$72,000.00), Cielo Vista (\$68,000.00), East DeVargas (\$221,819.00), Nava Ade (\$93,411.00) and Torreon (\$76,281.00)

To date, the City has only provided documentation that the Finance Committee and / or City Council approved reallocations for Pueblos del Sol and MRC

5. Was funding for projects that were not part of the Master Plan approved by the governing body? This could include La Resolana Park, Sun Mountain, 400th Anniversary, increased funding for the Water History Park, other?
6. Was cancelling Parks projects that were part of the Master Plan approved by the governing body?
7. Were the following significant changes in the project scopes of work approved by the governing body?

Project	<i>Parks Bond Implementation Report:</i> What implemented in comparison with the Master Plan	Master Plan Budget	Total Expended
Alto Bicentennial Pool	Did not complete scope of work	15,675.00	6,631.00
Ft. Marcy Complex	Did not complete scope of work	500,000.00	458,776.00
Adam Gabriel Armijo	Considerably increased SOW compared to the Master Plan	40,000.00	80,691.00
Calle Lorca	Considerably increased SOW compared with the approved Master Plan	187,500.00	244,989.00
Candelero	Considerably increased SOW compared with the approved Master Plan	131,422.00	214,317.00
Cathedral	Changes in SOW – proposed lighting not installed and new trees not planted. Yet significant increase in the approved Master Plan budget.	38,500.00	78,418.00
Cielo Vista Park	There are four standpipes for the tiny (30 x 30 foot) community garden which raises questions about what other elements were overdesigned leading to this cost overrun.	300,000.00	398,000.00
Ft. Marcy Complex	Considerably decreased SOW compared to the approved Master Plan.	500,000.00	458,775.00
Los Milagros Park	Considerably increased SOW compared to the approved Master Plan	65,800.00	90,690.00
La Resolana	La Resolana Park was not included for funding in the Master Plan. The <i>Parks Bond Implementation Report</i> , states that this park was listed incorrectly as Rancho Siringo in the Master Plan. Rancho Siringo is a separate park that was also not in the Master Plan to receive funding from the 2008 Bond. Where did funding for La Resolana come from and was this	00.00	Included in the Herb Martinez report so unable to separate out costs.

	approved by the governing body.		
Maclovía	This park was also funded with CIP funds. What was actually funded with CIP funds and what was funded from Bond monies? What was the total cost? Why did it cost so much compared to parks that were developed by contractors?	32,000.00	49,621.00
Monica Lucero	Considerably increased SOW in comparison with the Master Plan but with significantly increased budget.	76,800.00	136,379.00
Monica Roybal	Project not completed in spite of considerable increased costs. The <i>Parks Bond Implementation Report</i> states "no improvements due to lack of funding".	2,000.00	27,082.00
Rancho del Sol Park	Significantly increased SOW in comparison with the Master Plan	24,375.00	73,504.00
Thomas Macione	Project not completed in spite of significantly increased costs.	24,000.00	45,964.00
Torreón	Considerably increased SOW in comparison with the Master Plan	92,125.00	197,303.00
Villa Linda	Considerably increased SOW in comparison with the Master Plan	107,490.00	188,121.00

What was the reason for increasing these scopes of work in relation to other parks that were not completed? Who made those decisions and why was POSAC informed or the governing body asked for approval?

8. Was the transfer of almost 2 million dollars in funding (from 9,145,746.00 to 7,357,000.00) from the trails budget to the parks approved by the governing body?

What did we really implement in relation to the capital improvements we promised the voters?

1. What was actually done in each park in comparison with the Master Plan? What impact did charging reoccurring costs to Bond monies have on the capital improvements that were outlined in the Master Plan? Were there other projects we didn't complete (such as Alto Bicentennial Pool, Ft. Marcy, Thomas Macione and Monica Roybal) because we were charging reoccurring costs overhead?
2. Why was there such a wide discrepancy between new parks implemented by contractors and new parks implemented by the in-house team?

Project	Total Acres	Cost per acre	Total Cost	Scope
Cielo Vista	1.1	361,816.00	396,989.00	Includes playground equipment, community garden and paved path around the park.
GCCC Park	3	76,866.33	230,599.00	Includes large playground equipment
Maclovía	.2	248,105.00 (?)	49,621.00	Includes playground equipment, community garden and paved path.
Nava Ade	5.28	99,557.00	525,659.00	Includes large and small ramada buildings as well as paved paths.
Villa Caballero	4.83	\$7,542.00	36,430.00	Includes playground equipment and paved path.

3. The high relation of City staff salaries and benefits in comparison to services and materials raises questions about what staff was actually able to implement at each project. For example:
 - ✓ Cathedral Park: \$5,017.00 was spent on materials and services and \$73,401.00 on salaries and benefits.
 - ✓ Marc Brandt Park: \$4,449.00 was spent on materials and services and \$25,512.00 on salaries and benefits.
 - ✓ Don Diego Park \$457.00 was spent for materials and services and \$10,691.00 on salaries and benefits.

Is it possible to do field audits on a purposive sample of parks and trails (particularly projects implemented by the in-house team) to compare how purchase receipts compare to what was actually installed in the park? Parks projects where significant questions have been raised include the four park projects that were cancelled and the following:

Large Parks	Smaller Parks
Pueblos del Sol	Adam Armijo
MRC	Alto Bicentennial Pool
Ft. Marcy Complex	Archuleta Property
Herb Martinez	Atalaya
S.F. River Parkway Park	Candelero
	Cathedral
	Cielo Vista
	East DeVargas
	Don Diego
	Los Milagros
	Marc Brandt
	Monica Roybal
	Power Plant Park

Other parks with significant questions include: Las Acequias, Patrick Smith, Los Milagros, Monica Lucero, Sunnyslope, Don Diego and Villa Linda.

3. How much did the "in-house" team's salaries increase over the last five years in comparison with normal salary increases and with what justification?
4. Was it really more efficient and cost-effective to use the ten-person "in-house team" rather than outside contractors?

Background:

- City staff salaries and benefits represent an average of 55% of all parks projects. Projects with high percentages of salaries and benefits in relation to services and materials include two projects where the Park Bond Report states that nothing was done -- Monica Roybal (100%), Peralta (100%). Others include: Alto Bicentennial Pool (100%), Archuleta Property (92%), Cathedral (93%), Marc Brandt (85%), Sunnyslope Meadows (84%), Plaza (80%), Prince (77%), Atalaya (74%), Cross of the Martyrs (73%), West DeVargas (68%), Cornell (63%), Adam Armijo (60%) and GCCC Park (59%).
- POSAC Chair Hansen has asked for a report on what was proposed in the Master Plan for each park

project and what was actually implemented. That report is only partially completed.

- Reported expenditures in this report don't match the December 17 final Bond Report.
- There are no reports for GCCC facility, Archuleta, MLK, Las Estancias, Marc Brandt, Nava Ade, Sal Perez Park, Sal Perez pool and facility, S.F. River Parkway and Pueblos del Sol.
- Reports on parks are combined (although they were listed separately in the Master Plan) so it is unclear what was implemented or which expenses are attributable to each. Prince Park is combined with Cross of the Martyrs with a reported total cost of 114,581.00 while the Bond Report gives a total cost of \$208,415.00 (114,581.00 for Cross of the Martyrs and 39,834.00 for Prince) La Resolana (which was not funded by the Bond Master Plan) is reported with Herb Martinez.
- Chair Hansen has also asked for a complementary financial summary spreadsheet (Example on page 8).
- City staff has stated that we didn't complete parks projects because of unexpected ADA requirements. However ADA was always part of the planning and a 25% contingency was proposed for each project to meet those requirements. In 2007, POSAC worked with Parks staff to develop the Bond Master Plan. We were given a worksheet for each park that provided Parks staff recommendations for 'minimum' and 'adequate' needs. At the August 2007 POSAC meeting Parks staff responded to the question of how the minimum and adequate recommended improvements were determined, "Staff went out and did an inventory of each park. The minimum was ADA compliance." At the September 2007 POSAC meeting, Park staff responded to the question, "What was considered 'adequate'?" with "ADA compliance, irrigation and safety."
- City staff has also stated that we "saved a lot of money by having the in-house team". Interestingly, most of the projects that have come in under budget of the original Master Plan were those implemented by sub-contractors (Frenchy's, Nava Ade, Ragle, Ft. Marcy Facility and Salvador Perez Pool) Likewise costs for developing new parks were much higher when implemented by the in-house team than a contractor. For example, the new 1.1 acre Cielo Vista Park implemented by the in-house team cost \$361,816.00 per acre and the tiny .2 acre Maclovía Park implemented by the in-house team cost 248,105.00 per acre while the new 5.28 acre Nava Ade Park implemented by a sub-contractor cost 99,557.00 per acre. This may indicate that the most efficient model for implementing city capital improvement projects is by outside contractors (who can also be local), not City staff.

City Employees Approved by the City Council in 2010 To Be Paid Out of the Bond

FY 09 – 10	Salary:	FY 12 -13	Salary:
Parks Supervisor	58,278.00	Parks Supervisor	58,278.00
Engineer Supervisor	119,227.00	Engineer Supervisor	119,227.00
PW Project Administrator	106,569.00	PW Project Adm.	106,569.00
River & Watershed Coordinator	<u>100,098.00</u>	River/Watershed Coord.	100,098.00
Total:	384,172.00	PW Project Administrator	94,510.00
		Contract Analyst	<u>81,091.00</u>
FY 10 – 11		Total:	559,773.00
Parks Supervisor	58,278.00		

Engineer Supervisor	119,227.00
PW Project Administrator	106,569.00
River & Watershed Coordinator	100,098.00
PW Project Administrator	<u>94,510.00</u>
Total:	478,682.00

FY 11 – 12

Parks Supervisor	58,278.00
Engineer Supervisor	119,227.00
PW Project Administrator	106,569.00
River & Watershed Coordinator	100,098.00
PW Project Administrator	94,510.00
Contract Analyst	<u>81,091.00</u>
Total:	559,773.00

Parks Reported to the Finance Committee As Completed as of June 2011

On June 27, 2011, the Parks Department presented a *Parks Bond Update and Request of Reallocation of Parks Bond Funds* to the Finance Committee. Twenty-eight park projects were reported completed with the following expenditures.

Completed Projects	Reported Completed Expenditures June 2011	Final Report Expenditures October 2013
Adam Gabriel Armijo	55,667.00	80,691.00
Amelia White	115,667.00	65,900.00
Cathedral Park	54,167.00	78,418.00
Cornell	76,352.00	43,672.00
DeVargas East	271,667.00	254,980.00
Don Diego	21,917.00	11,148.00
Espinacitas	20,346.00	10,330.76
Franklin Miles	2,167,244.00	2,151,847.00
Frank Ortiz Dog Park	88,288.00	122,264.00
Frank Ortiz Park	94,275.00	91,803.00
GCCC Facility	965,284.00	933,046.00
John Griego	38,742.00	47,581.00
Las Acequias	163,667.00	129,463.00
Los Milagros	81,467.00	90,690.00
Maclovia	57,006.00	49,622.00
Larragoite Park	265,667.00	269,486.00
Mager's Field	598,292.00	592,220.00
Las Acequias	163,667.00	129,463.00
Las Estancias	65,667.00	34,667.00
Los Milagros	81,467.00	90,690.00
Maclovia	57,006.00	49,622.00
Marc Brandt	50,467.00	28,961.00
Martin Luther King	47,667.00	33,495.00
Melendez Park	26,667.00	13,529.00
Orlando Fernandez	40,342.00	28,267.00
Patrick Smith	325,667.00	320,314.00
Plaza Park	644,034.00	634,517.00
Power Plant	715,667.00	714,400.00
Salvador Perez Pool/Patio Area	100,667.00	76,446.00
Sunnyslope Meadows	36,167.00	42,500.00
Young Park	79,242.00	74,246.00

Thomas Macaione Park - Upgrade Irrigation Controller system, Upgrade Backflow Preventor, Water Fountain, Park Signs - \$24,000.00													
VENDOR	DESCRIPTION	BU	LINE ITEM	AMOUNT	REQ. #	PO #	INVOICE E #	PAID AMT.	BATCH	DATE:	PAY ROLL (500750)	Landcost S (572940)	R & R (572500)
Exerplay	Water Fountain	423049.572500.0108	400	2,912.86	29002845	19016981		VOID		10/20/08	\$9,600.00	\$0.00	\$14,400.00
Aguilars Electric	Electrical Set-up	423049.572500.010	8400	1,500.00	29007594	19021738		VOID		1/16/2009			\$0.00
Mesa Turf Products	8 Station Irrinet	423049.572500.010	8400	4,644.10	29008469					2/13/2009			4,644.10
Dealers Electric	Electric Supplies	423049.572500.010	8400	455.79	29008470	19022740	37934759	455.78		3/20/2009			455.78
The Playwell Group	Water Fountain	423049.572500.010	8400	\$1,848.00	29009292	19024277	SI-6116	1848		6/1/2009			1,848.00
CID	Electrical Permits	423049.572500.010	8400	144.00	29009723	19023666	956A	144		4/6/2009			144
Payroll	5/21/2010	423049.500750.010	8400	67.50						5/21/2010	67.50		
Dealers Electric	Upgrade Irrigation	423049.572500.010	8400	317.24	20115729	10114960		0	CLOSE	3/31/2011			0
Alarid & Assoc.	Topo Survey	423049.572940.010	8400	892.54	20116474	10116138	No #	892.54		4/14/2011			892.54
Sisco	Irrigation supplies	423049.572500.010	8400	2,288.09	20118372	10117145		49661870		6/6/2011			2,155.70
Mesa Turf Products	Flow Meter	423049.572500.010	8400	326.00	20118409	10117163	MT1157	326		6/7/2011			326
Dealers Electric	Electrical Supplies	423049.572500.010	8400	423.56	20118410	10117136	3740671-00	423.56		6/7/2011			423.56
Mesa Turf Products	Irrigation Controllers	423049.572500.010	8400	330.25	20118488	10117194				6/14/2011			330.25
Sisco	Hot Box	423049.572500.010	8400	234.09	20120161	11120176	498326	234.09		7/5/2011			234.09
Paynes	7 yds Top Soil	423049.572500.010	8400	154.12	20120971					7/14/2011			154.12
Big Jo	Padlocks	423049.572500.010	8400	65.97	20123540	11123662	509711	65.97		8/30/2011			65.97
TOTAL SPENT:											\$67.50	\$0.00	\$11,674.11
BALANCE:											\$9,532.50	\$0.00	\$2,725.89



Western Adaptation Alliance Regional Climate Leadership Academy:

Enhancing the Resilience of Sustainable Food Systems through
Adaptive Urban Water Management in the American West

**May 5-7, 2014
Santa Fe, New Mexico**

Overview of the Opportunity

The Western Adaptation Alliance (WAA or the "Alliance") and the Institute for Sustainable Communities (ISC) are engaged in a partnership to foster the development and implementation of sustainable urban water management and other key climate adaptations among WAA communities, and to enhance collective resilience to the local and regional impacts of climate disruption.

In service to this goal, ISC **invites teams of six senior staff and/or key stakeholders from Alliance member municipalities to participate in this unique training and peer-learning opportunity**, focused on improving, expanding, and accelerating local efforts to build climate resilience into sustainable food systems efforts in arid and semi-arid communities across the American West.

Increasingly, cities and urban regions across the United States are seeing—and seizing—opportunities to improve their communities' long-term economic, environmental, and social health by working to transform the broader system(s) by which food in their communities is produced, distributed, and consumed. In the West, these initiatives require careful management of limited water resources and require climate adaptation practitioners in municipal agencies and water utilities to work closely with those working on sustainable food initiatives to consider the interactive effects of their individual and collective decisions and seek out opportunities to build community resilience through the adaptive management of water resources across the region.

The resulting initiatives from a coordinated approach ensure the long-term resilience of Western water resources while also increasing the sustainability of local agriculture, enhancing social equity, keeping money circulating in local economies, creating new business opportunities and jobs, building connections between rural and urban communities, improving public health, and contributing to the vibrancy and livability of urban areas. This Regional Climate Leadership Academy (CLA) is the third such event and builds on previous academies that focused first (March 2012; Denver, CO) on climate adaptation approaches, tools, and strategies and, secondly (June 2013; Phoenix, AZ), on achieving multiple co-benefits from adaptive water management strategies for western cities. In recognition that many WAA communities are early in sustainable food systems efforts, or have yet to fully integrate these efforts with existing climate adaptation initiatives, we will focus this third Regional CLA on increasing integration among what may currently be disparate efforts for building resilience within and across WAA communities.

Western Adaptation Alliance Member Communities

- Aspen, CO
- Boulder, CO
- Boulder County, CO
- Denver, CO
- El Paso, TX
- Flagstaff, AZ
- Fort Collins, CO
- Las Vegas, NV
- Park City, UT
- Phoenix, AZ
- Salt Lake City, UT
- Santa Fe, NM
- Tucson, AZ

"I wanted you and the rest of your team to know that these particular 2 ½ days were the most interesting, engaging and productive days I have ever spent at a conference-type event. The design, content and participant mix was beyond fantastic, as were the "mixer" breakfasts, huddles, and table assignments.. Thank you, thank you, thank you!" - Sabrina Campbell, Program Coordinator, Upper Rio Grande Workforce Development Board, El Paso, TX

Who Should Attend?

Each Western Adaptation Alliance member city-led team should consist of:

1. **A team captain**, a senior city or county official with leadership responsibility for climate resilience and/or sustainable food systems efforts in their WAA member communities; and
2. **Up to five key stakeholders** that are—or will need to be—deeply engaged in the work to advance climate resilient and sustainable food systems. (One additional team member may be added, however all costs for these individuals must be covered by the team.)

WAA communities have suggested that the following are the most highly relevant perspectives needed to advance climate resilience in local and regional sustainable food systems efforts:

- Local or regional food council (or equivalent);
- Relevant agencies within local, regional, or state government, including but not limited to Sustainability and Climate Change, Community and Economic Development, Public Health, Planning, Agriculture, and Parks and Open Space;
- Nonprofit, community, or neighborhood organizations involved in promoting local food initiatives including representatives from farmers markets, community gardens, sustainable agriculture, etc.;
- Advocacy organizations working on issues related to food, nutrition, public health, green space/parks, revitalization, local economic clusters, etc.;
- Elected officials and municipal leadership; and
- Businesses or private sector organizations that participate in the food supply chain, such as food product manufacturers and distributors, farmers, ranchers, restaurants, or groceries.

Similarly, the WAA communities have suggested the following water-related perspectives are the most highly relevant for building the nexus between sustainable food systems, water management, and climate change adaptation initiatives within Alliance communities:

- Water supply provision, storage, and management (whether municipal or external), perhaps including on-farm storage in ponds and/or cisterns;
- Professionals with knowledge of irrigation conservation techniques, including tillage practices and crop selection;
- Professionals with knowledge of techniques and management practices to preserve water quality; and
- Experts on agricultural water rights transfers and their interaction with municipal and industrial water uses and future needs.

Team composition choices should be driven by the nature of the challenges and opportunities facing your community. Teams should be cross-agency, cross-sector, and cross-jurisdictional, as appropriate. They should be composed of individuals with decision-making authority who are best positioned to transform knowledge and information from the CLA into tangible, on-the-ground improvements once they return home.

In addition to designing a workshop agenda to build the capacity of WAA communities to more effectively advance water-related adaptation initiatives within their respective community's sustainable food efforts, we will also work to build the strength of the Alliance network as a whole. As such, invitees should also be interested in and willing to engage in the process of building bridges between municipalities, nonprofit organizations, and other regional partners, experts, and stakeholders with particular expertise in areas that can advance regional climate adaptation initiatives, adaptive urban water management, and sustainable food systems while seeking to create a WAA-wide community of practice.

What to Expect

At this CLA we will explore topics at the intersection of building community resilience to climate change, urban water management, and emerging local, sustainable food systems efforts for economic diversification, improving the health and well-being of citizens, and managing and augmenting ecosystem services of important surface and groundwater resources in the region.

Highlights of this WAA CLA include:

- A diverse mix of thirteen teams of practitioners from the Front Range, Intermountain West, and Desert Southwest regions;
- A blend of interactive panel discussions and small group working sessions focused on key challenges;
- Ample time for networking, learning, and strategizing within and across those teams; and
- A "resource team" consisting of leading regional and national experts and practitioners.

Where? When? And Who Pays?

This regional CLA workshop will begin mid-afternoon on Monday, May 5th and conclude mid-afternoon on Wednesday, May 7th. It will take place in downtown Santa Fe, New Mexico at *La Posada de Santa Fe Resort & Spa*.

The registration fee for the first 6 team members is \$300 per participant. Thanks to grants from the Walton Family Foundation, other national and regional funders and sponsors, and your cost-share registration, ISC will cover the following costs for six participants from each of the 13 WAA communities:

- airfare and/or ground transportation (up to \$500);
- lodging for the nights of May 5th and May 6th; and
- breakfasts, lunches, and snacks throughout the workshop.

A seventh team member is welcome to attend, but we ask that the team cover the full costs of that individual's attendance, including transportation to/from the workshop and hotel stay for the duration of the event (the \$300 cost-share will not be required for the 7th team member).

"It was one of the best experiences I had as a planner. It was spectacular. The sessions just got better and better. It was invaluable in helping us figure out how to work together. We clicked."

– Jennifer Rimmer, Director of Economic Development, Nassau County, New York

How to Apply (Instructions for Team Captains):

1. **Alliance Core Members will serve as team captains for each workshop team.** If you would like to assign a representative, please email Nathaly Agosto Filión (nagostofilion@iscvt.org) at your earliest convenience.
2. **Determine who you would like on your team.** You can choose up to five senior officials and key stakeholders (in addition to yourself) who have responsibility and authority to take the knowledge and information from the program and turn it into tangible, on-the-ground improvements back home. You have the option to include one additional team member (for a total of 7 individuals per Alliance community), as long as you agree to cover all costs for this individual.
3. **Email us the names and contact information for your team.** Please compile the full name, title, affiliation, telephone number, and email address for each invited team member and email directly to Nathaly Agosto Filión at nagostofilion@iscvt.org. Be sure to also include a brief bio (no more than 150 words) and headshot (150KB or larger) for each person on your team. If any team members have not fully confirmed that they can attend the workshop, please indicate when this decision will be finalized (no later than Friday, March 28th).
4. **Please identify a time for a one-hour conference call with your team.** Please email Nathaly Agosto Filión at nagostofilion@iscvt.org your team's availability for a one-hour conference call during the first two weeks of April (on or before Friday, April 11th).

Final team composition emails due: Friday, March 28th, 2014

Workshop Agenda Development Timeline:

Team Composition Deadline: Friday, March 28th, 2014

Needs-Wants Assessment: Tuesday, April 1st – Friday, April 11th. During the first two weeks of April, ISC staff will lead workshop participants through a one-hour “Needs-Wants Assessment” conference call to ensure that the workshop program and Resource Team of leading experts respond to the needs, challenges, and priorities of participating city/county teams. These calls will also serve as an opportunity for program participants to elevate challenges and opportunities around regional coordination for enhancing the resilience of sustainable food systems through adaptive urban water management in the American West.

Registration Fee and Travel Booking Deadline: Wednesday, April 16th, 2014. Upon confirmation of your team, ISC will email instructions for booking travel, being added to the group room block at La Posada, and submitting your workshop registration fee.

Agenda Development Process: ISC will work closely with Alliance Core Members and the CLA Resource Team (to be determined) to shape the workshop sessions and activities. The final agenda will be circulated to workshop participants two weeks in advance of the workshop.

Workshop Dates: Monday – Wednesday, May 5-7, 2014.

POSAC 3/13/14– Water Conservation Meeting Summary:

Attendance: Ben Gurule, Gary Varela, Anna Hansen, Oralynn Guerrerortiz, Tim Michael, Bob Wood and Melissa McDonald.

Bob Wood was invited to our most recent meeting to discuss the analysis water conservation was developing should the City go into stage orange. We wanted to see where parks were at in this scenario.

Over the past few meetings, we have been gathering data on the parks water usage, size of park and irrigated area. We decided to look more closely at 6 parks: Lopez, Cornell, Los Milagros, Galisteo, Franklin Miles, and Ragel (high & low). We then compared this to the EPA guidelines, water conservation office formulas (calculating in DU at 100%), and the city's drought ordinance at stage orange. According to SFCC 1987 25.5.5.C(c), an annual total of 24 inches of water is allowed for public parks, athletic fields and roadside landscapes under water warning stage orange.

The numbers, while preliminary, showed that the amount of water used in 2013 for the six parks was only slightly higher than either an amount based on the City's spreadsheet or allowed under stage orange. Compared to either, the 2013 water use indicates that the six parks are operating at efficiency rate of 86%. For example, the water allowance under drought orange (24 inches ET annual total) for the six parks 22,200,000 gallons, and the amount of water used for the six parks in 2013 was 24,430,800 gallons. Bob Wood mentioned that he might have a weather station that could be used by Parks to get more accurate ET reading.

It was agreed that Parks and Water Conservation would agree on the turf area in acres for the 6 parks, and that the water allocation numbers would be rerun based on the agreed-upon turf areas.

We also discussed the need to have sufficient resources so that trained staff can do regular repairs and audits to ensure high efficiency over time. Anna Hansen suggested that grants maybe written to get funding for this effort. Ben Gurule said he had access to a grant writer on staff that could work with someone on applying for grants.