Parks and Recreation Advisory Board Agenda

PARKS AND RECREATION ADVISORY BOARD MEETING
WILL BE HELD ON JANUARY 19, 2023 IMMEDIATELY FOLLOWING 6:00 P.M. WORK SESSION.
CITY HALL COUNCIL CHAMBERS, 700 N. MAIN

1. Introductions
2. Conflict of Interest
   
   At the opening of each meeting, the chairperson shall ask if any member on the Board or City staff has any known conflict of interest with any item on the agenda.

3. Approval of Agenda
4. Approval of Minutes

Documents:

   11-17-22 PRAB MINUTES DRAFT.PDF

5. Public Participation
6. Discussion Items
6.1. Board Email Update - Robert Nunez, Parks & Recreation Interim Director
6.2. Community Outreach - Robert Nunez, Parks & Recreation Interim Director/Cassie McClure, Board Chair
7. Staff Member Comments
8. Board Member Comments
9. Adjournment

If you need an accommodation for a disability to enable you to fully participate in this event, please contact us 72 hours before the event at 541-2550.

The City of Las Cruces does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, age or disability in employment or the provision of services.
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Board Email Update

- Robert Nunez, Parks & Recreation Interim Director

Community Outreach

- Robert Nunez, Parks & Recreation Interim Director/Cassie McClure, Board Chair

Staff Member Comments

Board Member Comments

Adjournment

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Posted: 01/13/2023
The Parks and Recreation Advisory Board held a meeting on November 17, 2022, at 6:00 p.m. at City Hall Council Chambers, 700 N. Main, Las Cruces, NM.

Members Present:
- Cassie McClure - District 1
- Stan Engle - District 4
- Eric Montgomery - District 5
- Kenneth Cuppedge – District 2
- Fred Raish – At large member

Members Absent:
- Aracely Tellez – District 3
- Megan Schuller - District 6

Others Present:
- Phillip Catanach, Recreation Services Administrator, Parks & Recreation
- Hazel Nevarez, Senior Office Manager, Parks & Recreation
- Robert Nunez, Youth Services Administrator, Parks & Recreation
- Franco Granillo, Parks Administrator, Parks & Recreation
- Greg Shervanick, Public
- Becky Baum, Recording Secretary, RC Creations, LLC

The Parks and Recreation Advisory Board Meeting of November 17, 2022, at City Hall Council Chambers, 700 N. Main, Las Cruces, NM was brought to order at 6:00 p.m. by Chair McClure and recognized the meeting as having a legal quorum.

1. **Introduction:**

   Board Members introduced themselves and stated the district they represent. Attending staff also introduced themselves.

2. **Conflict of Interest:**

   There was no conflict of interest.

3. **Approval of the Agenda:**
Vice-Chair Engle requested items 8 and 9 to be moved to after public participation and moved to approve the Parks and Recreation Advisory Board Meeting Agenda with those changes for September 15, 2022, seconded by Board Member Coppedge.

A proclamation vote was taken. Motion carried unanimously.

4. **PRAB Minutes of September 15, 2022:**

Board Member Montgomery moved to approve the Parks and Recreation Advisory Board Meeting Minutes September 15, 2022, seconded by Vice-Chair Engle.

A proclamation vote was taken. Motion carried unanimously.

5. **Public Participation:** Gregory Shervanick wanted to update the Board on the Renaissance Fair and also remind people to do the wayfinding survey on bicycles and trails. The Renaissance Fair he feels was very successful. On November 3rd he sent an e-mail to various City officials concerning usage of the Nevada Cool Corridor to eliminate pass-thru traffic in Lees Drive, Colorado, and the square around Young Park. The only complaint from the residents on the western side of the park are the campers that are there all night are problematic.

With the organizers and Greg Smith an orientation was discussed for next year, inclusively maybe the use of the parking lot as a venue for the larger food vendors. This would allow greater participation for smaller sellers within the confines of the area, and possible use of the tennis court as a device to allow entry into the park area without the single gate which seemed to cause a lot of traffic problems. The e-mail also asked for traffic controls, only in three places. Since the City made an effort to Nevada Cool Corridor an economic development zone, the property owned by the City on Nevada and cool corridor should be used in a more productive manner. The City put in a number of bicycle lanes which did not have the opportunity to be used on Walnut Street and Lees Drive. The citizens on the western side of Young park did not like the crowd this year that participate as volunteers. The Arts Council has never asked for a signed permit concerning noise. This year they were. Other events are not required to do that and they are code linked with City items. As long as the volume is not too high.

**Staff Member Comments:** Robert Nunez stated for the afterschool programs have been hosting day camps as school last Monday and Tuesday. Getting ready for holiday breaks, Thanksgiving week, Monday, Tuesday, and Wednesday hosting youth at three of the City facilities. There has been a good turnout. Also trying to get some of the school locations on those dates to host some of the day camps for additional youth in the program. Teens, they are currently hiring some additional staff. There are 107 registered within the teen programs, which is a good turnout. Averaging 45-50 teens per day. Weed and Seed at Save Haven recently had a successful fall fest, and with the assistance of Las Esperanzas recently had a fund
raiser and be providing coats and shoes to youth in the regency program, out teen
program, and after school program at the school sites. Keep Las Cruces Beautiful,
Mr. James Woods will be retiring at the end of this year and Robert hopes to have
the job advertised next week. Recently received FY23 funds, a little over $29,000
for Keep Las Cruces Beautiful. There is a schedule for spending that. KLCB is the
WYCC program, mural rehab with the two employees and rehabbing/cleaning three
murals. Hopefully hiring three additional for that program. They have until March
31st to complete that project which is attainable. Youth development and diversion
program, recently hired a supervisor, Ms. Acosta, and continuing coordinator.
Connecting with Anthony and Hatch, New Mexico to have satellite locations for
county participants in both locations, which will be set up with Anthony Community
Center, and Hatch Public Schools library. There are still formal referrals and
informal referrals working closely with the school resource officers located in the
middle and high schools.

Cathy Mathews went over the projects that are currently under construction. Smart
controller project at Soldado Field, booster pump for irrigation system. Burn Lake
shade structures project underway. Concrete laid out and fencing installed. Shade
structures are on order but take a long time to arrive, so probably January. The
trail and park wayfinding project is in planning process to develop a wayfinding plan
for the parks and trails throughout the City. There was a day of action to seek public
input with over 90 participants for a wayfinding system. Butterfield shooting range,
ADA improvements are underway, the known distance range and the long distance
range. Gomez Park lighting the contractor is in place and has ordered the lights.
There are 120 days to complete that. Metro Verde subdivisions, there is a park with
some skate elements in it that is nearing construction completion and Parks is
accepting that soon. Twin Parks, two parks that are divided by a residential road
for about two acres and it will have cornhole, put-put golf, some different kinds of
activities in that park. Each park in Metro Verde will have a unique characteristics.
Hopefully done with these by June. In Gomez park there is a trail that goes from
end to end and neighbors expressed concern about lighting over the years, and this
will be done with bollard type lighting. A state legislative grant was received for the
lighting at both Veterans Park and Gomez. Lighting is not a part of the wayfinding,
as the wayfinding is more for the larger trails, parks, monumental signs, directional
signage, information signage, and rules signage. Question about parking in the
Metro Verde area parks. Most of those parks in the Metro Verde subdivisions are
neighborhood parks, which are essentially meant to be primarily walked to the
neighbors in the vicinity. Parks chose not spend resources on pavement, prefer to
spend on park amenities.

Franco Granillo stated they are closing up their summertime schedules and moving
into the winter. Winterizing systems and equipment, checking irrigation, moving to
tree pruning, tree planting, and maintenance on shrubs and bushes to keep healthy.
There have 8-10 events over the last two months. Gearing up for Christmas tree
lighting and Chile Drop. Focusing on tree planing of the 300 per year. This year will
be cut down to 250 as running out of public space.
Phil Catanach stated they are closing the regional Aquatic Center November 20th through December 4th to get ready for annual inspection. Frenger pool had its final inspection (hopefully) of its lifespan. The new 50-meter community pool will probably be ready in mid-February. In final weeks of youth basketball with over 500 kids playing in that league. They taught swim lessons in return for gym space at Las Cruces High School. This has been a pilot program for when the new 50 meter pool is open to provide the youth swim lessons. Also getting ready for indoor volleyball tournament for adults on December 11-12. Do registration for indoor youth soccer that begins in January. Unidad park had ribbon cutting on October 25th, and the splash pad was turned over to Parks, and will be part of the splash pad schedule with Metro Verde and downtown fountain, and will open in March 2023. Just finished big Halloween events. Pumpkin Palooza, Great Pumpkin Candy Drop with over 3,000 attendees, Jack-O-Lantern Blast what sold out and also had Phantom of the Auditorium play that sold out. Doing a new class called Brush and Bola that is sold out every session so far. Also the employee wellness program and getting ready for co-ed indoor volleyball tournament in mid-December, have six teams and hope to have 10. About 300 employees at Parks and Rec. The swim classes are just starting to meet with the public schools, elementary, so just in the discussion phase now. Suggestion to offer swim lessons to charter school kids, home schooled kids, everyone.

Board Member Comments: Vice-Chair Engle wanted to discuss the possibility of Parks and Rec Board helping the department itself more in being able to look for things like grants, etc. The Board should be able to help out with finding resources. What are the challenges, hurdles, what is being looked for specifically for Las Cruces. And what are we available to ask for. Staff mentioned that they will touch base with grants staff.

Doing work session for onboarding of new members. Now that there is almost a full board they will do that probably January. Staff could put a packet together based off the ordinance for Board Members.

A couple of years ago there was request for community meetings for districts to discover what the constituents want for parks and rec. This was not done. The City Councilors needed to be those type of meetings and the Board couldn't be representatives for districts. Would like a survey out to know what the Board should be fighting for. So discuss it further in January and have a survey out by February.

6. Action Items:

6.1 Proposed Names for Disc Golf Course:

Vice-Chair Engle moved to take this item off the table, seconded by Board Member Montgomery.
Roll Call Vote:
  Board Member Montgomery - Aye.
  Board Member Raish - Aye.
  Board Member Coppedge - Aye.
  Vice-Chair Engle - Aye.
  Chair McClure - Aye.
Motion carried unanimously.

Cathy Mathews shows the same presentation, but provided the board with a printed copy of the listed names for consideration. The Disc Golf Course is located in the Las Cruces Dam Recreation area. It is a nine hole course plus a practice hole and designed by world disc golf champion. They did a survey of youth participants and members of the Disc Golf Club and public. There were about 15 responses: Quail Ridge, Quail Hollow, Rabbit Run, Desert Run, Badlands, Roadrunner Trail, City of Three Crosses, City of Crosses, Three Crosses, Organ Mountain, Big Enchilada, The Vet, Padre Larue.

The Big Enchilada was preferred by the Board. Also Quail Hollow and Desert Run were suggested.

This Board will make a recommendation to City Council and then Council solidifies the decision. Discussion about recommending more than one name to City Council, but past experience suggests one recommended name.

Vice-Chair Engle moved to approve the naming of the Disc Golf Course to "The Big Enchilada", seconded by Board Member Montgomery.

Roll Call Vote:
  Board Member Montgomery - Aye.
  Board Member Raish - Aye.
  Board Member Coppedge - Aye.
  Vice-Chair Engle - Aye.
  Chair McClure - Aye.
Motion carried unanimously.

6.2 December Parks and Recreation Advisory Board Meeting: Typically this Board does not meet in December. But the question was asked if not Board meeting, would it hamper anything urgent to get done.

Board Member Coppedge moved to cancel the December PRAB meeting, seconded by Vice-Chair Raish.

Roll Call Vote:
  Board Member Montgomery - Aye.
  Board Member Raish - Aye.
  Board Member Coppedge - Aye.
Vice-Chair Engle - Aye.
Chair McClure - Aye.
Motion carried unanimously.

7. Discussion Items:

7.1 Harty Ballfield Lights Update: Franco Granillo stated that a lighting pole fell during one of the softball tournaments a couple of weeks after the Whole Enchilada. No one injured or hurt. There was a pole that sits atop a concrete pedestal. The pole had been tested and passed for density and hardness prior to the GO Bond passing in 2018. The pole had delaminated from the inside and the weld started cracking on the bottom of the pole. A lady sitting near the pole heard it crack and begin to fall over. The pole fell behind the umpire calling the game. The poles are under the care of Facilities. The poles are over 30 years old. Poles in this climate should be treated every five to six years with an epoxy coating on the inside. A surveying firm and pole density and sound testing firm are going to check all the poles at Harty.

At this point the facility is closed and waiting to get the tests results back to confirm which poles are still useful and which are not passing safety inspection. Hopefully have the testing back next week. Then Parks will go to Council to get funding. Right now the poles are about $24,000 each with lighting. The new lighting on that pole that fell was also ruined. Hopefully they can remove the lighting and purchase poles to be replaced. There are 18 poles at Harty, one down. Facilities has offered to pay for that pole and lighting to be replaced.

Question about if the poles had been inspected over the last 30 years but seems not at all, unless the light needed maintenance. Is Parks and Recs going to put policies in place to protect the lights moving forward? Facilities are discussing their responsibilities regarding light poles and flag poles and lighting. Parks and Rec was asked if sprinklers were hitting the poles, but nothing is. But we do get a lot of wind and rain. So every five years they are going to check the poles, inside and out, hardness and density, and repaint with epoxy if needed. Fields are closed from December 1st to mid-February and good time to check things.

Has other maintenance scheduling been questioned that Parks has no control over? Ballfields open and close. Parks are always open, watering at night. People adjust sprinklers in the park after hours. Need to make sure having routine schedules, restroom, light, pathway in a park. Put in a system to have follow-up from work orders. With older areas which are mainly grounds and check for uneven surfaces, dead tree, broken irrigation. Some of the older areas are on the Capital Improvement Project list already.
7.2 **Tree Ordinance:** Franco Granillo stated in October 2017 a tree care policy was presented to Council in a work session and trying to achieve Tree City USA. Everything is in place except a tree ordinance. They have done a lot of improvements to their program over the last four to five years. The tree steward program is functioning at it’s highest level. They have had prominent tree care people within the community have worked with Parks. There is a layout of the ordinance that will be presented on the 28th.

A tree ordinance would provide protection of public trees, to ensure right trees are planted in the right places, establish guidelines for tree care and planting, and obtain Tree City USA designation. Upon achieving Tree City USA, you have to have a tree board or department responsible for public trees, an Arbor Day Observance, a community forestry program with an annual budget of at least $2 per capita, and again the tree care ordinance. Discuss and establish standards for tree care 833 standards, BMP (Best Management Practices). Also discuss standards for tree planting, putting in the proper place. Downtown trees are suffering because in too small plantar box. Community forester will have to approve the selection of trees and landscape plans prior to installation. Have proper pruning, no fingers on the tree, maintain a list of desirable tree species. Don’t let tree roots get driven over with heavy equipment.

The downtown trees are being looked already that are heaving the sidewalk or causing uneven surfaces with the pavers. Also replaced the pavers with sand and gravel and gravel mulch for the trees to have a better place to grow. Downtown trees will be replaced with something bigger or two of something else. It has been mentioned we are running out of space to put additional trees and how does that fit in with Peak Performance standards and intent and want to get more trees in the community. There is only so much green space to plant on because the more trees we have will have shade out the turf and then lose green space. There are a couple of years left to plant on right-of-way. Peak Performance, numbers will be adjusted and be sure planting properly and not to reach a certain number. Looking at hiring a forester and volunteers to plant on private property through a grant.

Will the ordinance extend to developers and citizens. First the ordinance that will be internal with staff and then contractors as well. Tree care policy, irrigation standards, turf standards. Create a menu with community development to present to contractors, for certain plants and trees thrive in this soil, on the east side of town, this is recommended. The ordinance will have teeth and also be handled with design review. The Board would like to see a copy of the ordinance and the presentation. On private property replacement of trees would have to be discussed with the property owner. On public property they can be replaced two to one and does not need to be in the exact same spot.
Public Works will take out trees that have been planted in parkways that are too narrow, 18 inches or so, which was a common practice. Public Works sometimes replace the trees near to where the other ones were, even in narrow parkway, and they do consult with Parks and Rec on the types of trees. The resident is not offered a choice.

Desert Drive, the 17 trees just cut down. It was sidewalk and utility line project. Utilities do not replace trees. Will the ordinance override that? When it comes to Utilities, Parks and Rec are limited to what can be done on top of Utilities, not even crusher fines. The only way they remove a healthy tree is if it is impacting sidewalks, causing trip hazards, or interfering with utilities. A discussion with Utilities will be followed up.

Include in the tree ordinance that if a tree is cut down in a parkway, and can one be planted in a more suitable place on private property.

Gregory Shervanick wanted to know if the ordinance if adopted will replace trees that have been taken out already in park areas. It may not be a two for one, but if the ordinance is enacted is it retro to those trees removed or have fallen in the last year.

The ordinance is to be sure they plant the property tree in the proper place. They have a list of trees they take out due to disease, death, whatever. If there is a good space for a tree to make it, they will replace it. If a tree is removed due to utilities, sidewalks, asphalt, it will not be replaced at the same spot, but maybe somewhere else.

7.3 **GO Bond 2022 Update:** Franco Granillo stated the GO Bond passed, and Parks received roughly $7 million for the next phase. $2 million will go to several different park areas for rehab or for repairs. The number one park is La Llorona Park, doing trail repairs, restroom install, proper not a latrine, more bench installs, and shade over the benches as funding allows. But if enough funds, also provide amenities and shade at Salopek Park, replace exercise equipment at Telbrook Park as it is obsolete and cannot find replacement parts. La Fonda park put some amenities in there, benches, shade benches, doggy pickup bags. Hess Terrace, they have had a hard time planting trees there. The neighborhood does not want trees or benches as trying to avoid homeless or people to congregate in that area.

Second portion of $5 million would be for the East Mesa Sports Complex Phase 1 is to be completed, the soccer fields, pickleball courts, 10 acre park, and two baseball fields. Phase 2 will install lighting.

7.4 **Holiday Tree Lighting:** Phil Catanach handed out posters for the tree lighting. The tree lighting happens December 3rd, Saturday. There will be a choir, DJ, snow machine, Santa Claus. There is a new tree this year that is made
specifically for outdoor. After the tree lighting there will be a movie at the Rio Grande Theater, A Christmas Story for $5. Lights will go up on Monday on the poles and the trees downtown.

7.5 **Website (Board Members) Update:** Phil Catanach stated the Parks and Rec Advisory Board web page was updated. This is a temporary webpage because the City as a whole is getting a new page from a different company. Also a page that goes to all boards across the City on the City's website. It was mentioned that some Board Members information was inaccurate due to them being on the Board longer than was stated, the terms.

7.6 **Board E-mail Account:** Phil Catanach stated the City is switching from .org to .gov. The Board's e-mail accounts are coming, the work order is in.

7.7 **End of Year Employee Awards Luncheon:** Hazel Nevarez sent the Board an e-mail invite for December 8th, 11:30 - 1:30 at the Frank O'Brien Papen Community Center, 304 Bell Avenue.

8. **Staff Member Comments:** SEE PAGE 2-4.

9. **Board Member Comments:** SEE PAGE 4

10. **Adjournment:**

    Board Member Montgomery moved to adjourn, seconded by Board Member Raish.

    Roll Call Vote:
    - Board Member Montgomery - Aye.
    - Board Member Raish - Aye.
    - Board Member Coppedge - Aye.
    - Vice-Chair Engle - Aye.
    - Chair McClure - Aye.

    Motion carried unanimously.

Chairperson