



# City of Las Cruces<sup>®</sup>

## 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.

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Posted: 01/13/2023



Parks and Recreation Advisory Board

November 17, 2022

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 Coppedge – 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:**

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

5  
6 A proclamation vote was taken. Motion carried unanimously.  
7

8 **4. PRAB Minutes of September 15, 2022:**  
9

10 Board Member Montgomery moved to approve the Parks and Recreation Advisory  
11 Board Meeting Minutes September 15, 2022, seconded by Vice-Chair Engle.  
12

13 A proclamation vote was taken. Motion carried unanimously.  
14

15 **5. Public Participation:** Gregory Shervanick wanted to update the Board on the  
16 Renaissance Fair and also remind people to do the wayfinding survey on bicycles  
17 and trails. The Renaissance Fair he feels was very successful. On November 3rd  
18 he sent an e-mail to various City officials concerning usage of the Nevada Cool  
19 Corridor to eliminate pass-thru traffic in Lees Drive, Colorado, and the square  
20 around Young Park. The only complaint from the residents on the western side of  
21 the park are the campers that are there all night are problematic.  
22

23 With the organizers and Greg Smith an orientation was discussed for next year,  
24 inclusively maybe the use of the parking lot as a venue for the larger food vendors.  
25 This would allow greater participation for smaller sellers within the confines of the  
26 area, and possible use of the tennis court as a device to allow entry into the park  
27 area without the single gate which seemed to cause a lot of traffic problems. The  
28 e-mail also asked for traffic controls, only in three places. Since the City made an  
29 effort to Nevada Cool Corridor an economic development zone, the property owned  
30 by the City on Nevada and cool corridor should be used in a more productive  
31 manner. The City put in a number of bicycle lanes which did not have the  
32 opportunity to be used on Walnut Street and Lees Drive. The citizens on the western  
33 side of Young park did not like the crowd this year that participate as volunteers.  
34 The Arts Council has never asked for a signed permit concerning noise. This year  
35 they were. Other events are not required to do that and they are code linked with  
36 City items. As long as the volume is not too high.  
37

38 **Staff Member Comments:** Robert Nunez stated for the afterschool programs have  
39 been hosting day camps as school last Monday and Tuesday. Getting ready for  
40 holiday breaks, Thanksgiving week, Monday, Tuesday, and Wednesday hosting  
41 youth at three of the City facilities. There has been a good turnout. Also trying to  
42 get some of the school locations on those dates to host some of the day camps for  
43 additional youth in the program. Teens, they are currently hiring some additional  
44 staff. There are 107 registered within the teen programs, which is a good turnout.  
45 Averaging 45-50 teens per day. Weed and Seed at Save Haven recently had a  
46 successful fall fest, and with the assistance of Las Esperanzas recently had a fund

1 raiser and be providing coats and shoes to youth in the regency program, out teen  
2 program, and after school program at the school sites. Keep Las Cruces Beautiful,  
3 Mr. James Woods will be retiring at the end of this year and Robert hopes to have  
4 the job advertised next week. Recently received FY23 funds, a little over \$29,000  
5 for Keep Las Cruces Beautiful. There is a schedule for spending that. KLCB is the  
6 WYCC program, mural rehab with the two employees and rehabbing/cleaning three  
7 murals. Hopefully hiring three additional for that program. They have until March  
8 31st to complete that project which is attainable. Youth development and diversion  
9 program, recently hired a supervisor, Ms. Acosta, and continuing coordinator.  
10 Connecting with Anthony and Hatch, New Mexico to have satellite locations for  
11 county participants in both locations, which will be set up with Anthony Community  
12 Center, and Hatch Public Schools library. There are still formal referrals and  
13 informal referrals working closely with the school resource officers located in the  
14 middle and high schools.

15  
16 Cathy Mathews went over the projects that are currently under construction. Smart  
17 controller project at Soldado Field, booster pump for irrigation system. Burn Lake  
18 shade structures project underway. Concrete laid out and fencing installed. Shade  
19 structures are on order but take a long time to arrive, so probably January. The  
20 trail and park wayfinding project is in planning process to develop a wayfinding plan  
21 for the parks and trails throughout the City. There was a day of action to seek public  
22 input with over 90 participants for a wayfinding system. Butterfield shooting range,  
23 ADA improvements are underway, the known distance range and the long distance  
24 range. Gomez Park lighting the contractor is in place and has ordered the lights.  
25 There are 120 days to complete that. Metro Verde subdivisions, there is a park with  
26 some skate elements in it that is nearing construction completion and Parks is  
27 accepting that soon. Twin Parks, two parks that are divided by a residential road  
28 for about two acres and it will have cornhole, put-put golf, some different kinds of  
29 activities in that park. Each park in Metro Verde will have a unique characteristics.  
30 Hopefully done with these by June. In Gomez park there is a trail that goes from  
31 end to end and neighbors expressed concern about lighting over the years, and this  
32 will be done with bollard type lighting. A state legislative grant was received for the  
33 lighting at both Veterans Park and Gomez. Lighting is not a part of the wayfinding,  
34 as the wayfinding is more for the larger trails, parks, monumental signs, directional  
35 signage, information signage, and rules signage. Question about parking in the  
36 Metro Verde area parks. Most of those parks in the Metro Verde subdivisions are  
37 neighborhood parks, which are essentially meant to be primarily walked to the  
38 neighbors in the vicinity. Parks chose not spend resources on pavement, prefer to  
39 spend on park amenities.

40  
41 Franco Granillo stated they are closing up their summertime schedules and moving  
42 into the winter. Winterizing systems and equipment, checking irrigation, moving to  
43 tree pruning, tree planting, and maintenance on shrubs and bushes to keep healthy.  
44 There have 8-10 events over the last two months. Gearing up for Christmas tree  
45 lighting and Chile Drop. Focusing on tree planing of the 300 per year. This year will  
46 be cut down to 250 as running out of public space.

1  
2 Phil Catanach stated they are closing the regional Aquatic Center November 20th  
3 through December 4th to get ready for annual inspection. Frenger pool had its final  
4 inspection (hopefully) of its lifespan. The new 50-meter community pool will  
5 probably be ready in mid-February. In final weeks of youth basketball with over 500  
6 kids playing in that league. They taught swim lessons in return for gym space at  
7 Las Cruces High School. This has been a pilot program for when the new 50 meter  
8 pool is open to provide the youth swim lessons. Also getting ready for indoor  
9 volleyball tournament for adults on December 11-12. Do registration for indoor  
10 youth soccer that begins in January. Unidad park had ribbon cutting on October  
11 25th, and the splash pad was turned over to Parks, and will be part of the splash  
12 pad schedule with Metro Verde and downtown fountain, and will open in March  
13 2023. Just finished big Halloween events. Pumpkin Palooza, Great Pumpkin Candy  
14 Drop with over 3,000 attendees, Jack-O-Lantern Blast what sold out and also had  
15 Phantom of the Auditorium play that sold out. Doing a new class called Brush and  
16 Bola that is sold out every session so far. Also the employee wellness program and  
17 getting ready for co-ed indoor volleyball tournament in mid-December, have six  
18 teams and hope to have 10. About 300 employees at Parks and Rec. The swim  
19 classes are just starting to meet with the public schools, elementary, so just in the  
20 discussion phase now. Suggestion to offer swim lessons to charter school kids,  
21 home schooled kids, everyone.

22  
23 **Board Member Comments:** Vice-Chair Engle wanted to discuss the possibility of  
24 Parks and Rec Board helping the department itself more in being able to look for  
25 things like grants, etc. The Board should be able to help out with finding resources.  
26 What are the challenges, hurdles, what is being looked for specifically for Las  
27 Cruces. And what are we available to ask for. Staff mentioned that they will touch  
28 base with grants staff.

29  
30 Doing work session for onboarding of new members. Now that there is almost a full  
31 board they will do that probably January. Staff could put a packet together based  
32 off the ordinance for Board Members.

33  
34 A couple of years ago there was request for community meetings for districts to  
35 discover what the constituents want for parks and red. This was not done. The  
36 City Councilors needed to be those type of meetings and the Board couldn't be  
37 representatives for districts. Would like a survey out to know what the Board should  
38 be fighting for. So discuss it further in January and have a survey out by February.

39  
40 **6. Action Items:**

41  
42 **6.1 Proposed Names for Disc Golf Course:**

43  
44 Vice-Chair Engle moved to take this item off the table, seconded by Board  
45 Member Montgomery.

1 Roll Call Vote:  
2 Board Member Montgomery - Aye.  
3 Board Member Raish - Aye.  
4 Board Member Coppedge - Aye.  
5 Vice-Chair Engle - Aye.  
6 Chair McClure - Aye.

7 Motion carried unanimously.  
8

9 Cathy Mathews shows the same presentation, but provided the board with a  
10 printed copy of the listed names for consideration. The Disc Golf Course is  
11 located in the Las Cruces Dam Recreation area. It is a nine hole course plus  
12 a practice hole and designed by world disc golf champion. They did a survey of  
13 youth participants and members of the Disc Golf Club and public. There were  
14 about 15 responses: Quail Ridge, Quail Hollow, Rabbit Run, Desert Run,  
15 Badlands, Roadrunner Trail, City of Three Crosses, City of Crosses, Three  
16 Crosses, Organ Mountain, Big Enchilada, The Vet, Padre Larue.  
17

18 The Big Enchilada was preferred by the Board. Also Quail Hollow and Desert  
19 Run were suggested.  
20

21 This Board will make a recommendation to City Council and then Council  
22 solidifies the decision. Discussion about recommending more than one name  
23 to City Council, but past experience suggests one recommended name.  
24

25 Vice-Chair Engle moved to approve the naming of the Disc Golf Course to  
26 "The Big Enchilada", seconded by Board Member Montgomery.  
27

28 Roll Call Vote:  
29 Board Member Montgomery - Aye.  
30 Board Member Raish - Aye.  
31 Board Member Coppedge - Aye.  
32 Vice-Chair Engle - Aye.  
33 Chair McClure - Aye.

34 Motion carried unanimously.  
35

36 **6.2 December Parks and Recreation Advisory Board Meeting:** Typically this  
37 Board does not meet in December. But the question was asked if not Board  
38 meeting, would it hamper anything urgent to get done.  
39

40 Board Member Coppedge moved to cancel the December PRAB meeting,  
41 seconded by Vice-Chair Raish.  
42

43 Roll Call Vote:  
44 Board Member Montgomery - Aye.  
45 Board Member Raish - Aye.  
46 Board Member Coppedge - Aye.

1 Vice-Chair Engle - Aye.  
2 Chair McClure - Aye.  
3 Motion carried unanimously.  
4

5 **7. Discussion Items:**  
6

7 **7.1 Harty Ballfield Lights Update:** Franco Granillo stated that a lighting pole fell  
8 during one of the softball tournaments a couple of weeks after the Whole  
9 Enchilada. No one injured or hurt. There was a pole that sits atop a concrete  
10 pedestal. The pole had been tested and passed for density and hardness prior  
11 to the GO Bond passing in 2018. The pole had delaminated from the inside  
12 and the weld started cracking on the bottom of the pole. A lady sitting near  
13 the pole heard it crack and begin to fall over. The pole fell behind the umpire  
14 calling the game. The poles are under the care of Facilities. The poles are  
15 over 30 years old. Poles in this climate should be treated every five to six  
16 years with an epoxy coating on the inside. A surveying firm and pole density  
17 and sound testing firm are going to check all the poles at Harty.  
18

19 At this point the facility is closed and waiting to get the tests results back to  
20 confirm which poles are still useful and which are not passing safety  
21 inspection. Hopefully have the testing back next week. Then Parks will go to  
22 Council to get funding. Right now the poles are about \$24,000 each with  
23 lighting. The new lighting on that pole that fell was also ruined. Hopefully  
24 they can remove the lighting and purchase poles to be replaced. There are  
25 18 poles at Harty, one down. Facilities has offered to pay for that pole and  
26 lighting to be replaced.  
27

28 Question about if the poles had been inspected over the last 30 years but  
29 seems not at all, unless the light needed maintenance. Is Parks and Recs  
30 going to put policies in place to protect the lights moving forward? Facilities  
31 are discussing their responsibilities regarding light poles and flag poles and  
32 lighting. Parks and Rec was asked if sprinklers were hitting the poles, but  
33 nothing is. But we do get a lot of wind and rain. So every five years they are  
34 going to check the poles, inside and out, hardness and density, and repaint  
35 with epoxy if needed. Fields are closed from December 1st to mid-February  
36 and good time to check things.  
37

38 Has other maintenance scheduling been questioned that Parks has no control  
39 over? Ballfields open and close. Parks are always open, watering at night.  
40 People adjust sprinklers in the park after hours. Need to make sure having  
41 routine schedules, restroom, light, pathway in a park. Put in a system to have  
42 follow-up from work orders. With older areas which are mainly grounds and  
43 check for uneven surfaces, dead tree, broken irrigation. Some of the older  
44 areas are on the Capital Improvement Project list already.  
45



1       **7.2 Tree Ordinance:** Franco Granillo stated in October 2017 a tree care policy  
2 was presented to Council in a work session and trying to achieve Tree City  
3 USA. Everything is in place except a tree ordinance. They have done a lot of  
4 improvements to their program over the last four to five years. The tree  
5 steward program is functioning at it's highest level. They have had prominent  
6 tree care people within the community have worked with Parks. There is a  
7 layout of the ordinance that will be presented on the 28th.  
8

9       A tree ordinance would provide protection of public trees, to ensure right trees  
10 are planted in the right places, establish guidelines for tree care and planting,  
11 and obtain Tree City USA designation. Upon achieving Tree City USA, you  
12 have to have a tree board or department responsible for public trees, an Arbor  
13 Day Observance, a community forestry program with an annual budget of at  
14 least \$2 per capita, and again the tree care ordinance. Discuss and establish  
15 standards for tree care 833 standards, BMP (Best Management Practices).  
16 Also discuss standards for tree planting, putting in the proper place.  
17 Downtown trees are suffering because in too small plantar box. Community  
18 forester will have to approve the selection of trees and landscape plans prior  
19 to installation. Have proper pruning, no fingers on the tree, maintain a list of  
20 desirable tree species. Don't let tree roots get driven over with heavy  
21 equipment.  
22

23       The downtown trees are being looked already that are heaving the sidewalk  
24 or causing uneven surfaces with the pavers. Also replaced the pavers with  
25 sand and gravel and gravel mulch for the trees to have a better place to grow.  
26 Downtown trees will be replaced with something bigger or two of something  
27 else. It has been mentioned we are running out of space to put additional trees  
28 and how does that fit in with Peak Performance standards and intent and want  
29 to get more trees in the community. There is only so much green space to  
30 plant on because the more trees we have will have shade out the turf and then  
31 lose green space. There are a couple of years left to plant on right-of-way.  
32 Peak Performance, numbers will be adjusted and be sure planting properly  
33 and not to reach a certain number. Looking at hiring a forester and volunteers  
34 to plant on private property through a grant.  
35

36       Will the ordinance extend to developers and citizens. First the ordinance that  
37 will be internal with staff and then contractors as well. Tree care policy,  
38 irrigation standards, turf standards. Create a menu with community  
39 development to present to contractors, for certain plants and trees thrive in this  
40 soil, on the east side of town, this is recommended. The ordinance will have  
41 teeth and also be handled with design review. The Board would like to see a  
42 copy of the ordinance and the presentation. On private property replacement  
43 of trees would have to be discussed with the property owner. On public  
44 property they can be replaced two to one and does not need to be in the exact  
45 same spot.  
46

1 Public Works will take out trees that have been planted in parkways that are  
2 too narrow, 18 inches or so, which was a common practice. Public Works with  
3 sometime replace the trees near to where the other ones were, even in narrow  
4 parkway, and they do consult with Parks and Rec on the types of trees. The  
5 resident is not offered a choice.

6  
7 Desert Drive, the 17 trees just cut down. It was sidewalk and utility line project.  
8 Utilities do not replace trees. Will the ordinance override that? When it comes  
9 to Utilities, Parks and Rec are limited to what can be done on top of Utilities,  
10 not even crusher fines. The only way they remove a healthy tree is if it is  
11 impacting sidewalks, causing trip hazards, or interfering with utilities. A  
12 discussion with Utilities will be followed up.

13  
14 Include in the tree ordinance that if a tree is cut down in a parkway, and can  
15 one be planted in a more suitable place on private property.

16  
17 Gregory Shervanick wanted to know if the ordinance if adopted will replace  
18 trees that have been taken out already in park areas. It may not be a two for  
19 one, but if the ordinance is enacted is it retro to those trees removed or have  
20 fallen in the last year.

21  
22 The ordinance is to be sure they plant the property tree in the proper place.  
23 They have a list of trees they take out due to disease, death, whatever. If there  
24 is a good space for a tree to make it, they will replace it. If a tree is removed  
25 due to utilities, sidewalks, asphalt, it will not be replaced at the same spot, but  
26 maybe somewhere else.

27  
28 **7.3 GO Bond 2022 Update:** Franco Granillo stated the GO Bond passed, and  
29 Parks received roughly \$7 million for the next phase. \$2 million will go to  
30 several different park areas for rehab or for repairs. The number one park is  
31 La Llorona Park, doing trail repairs, restroom install, proper not a latrine, more  
32 bench installs, and shade over the benches as funding allows. But if enough  
33 funds, also provide amenities and shade at Salopek Park, replace exercise  
34 equipment at Telbrook Park as it is obsolete and cannot find replacement  
35 parts. La Fonda park put some amenities in there, benches, shade benches,  
36 doggy pickup bags. Hess Terrace, they have had a hard time planting trees  
37 there. The neighborhood does not want trees or benches as trying to avoid  
38 homeless or people to congregate in that area.

39  
40 Second portion of \$5 million would be for the East Mesa Sports  
41 Complex Phase 1 is to be completed, the soccer fields, pickleball courts, 10  
42 acre park, and two baseball fields. Phase 2 will install lighting.

43  
44 **7.4 Holiday Tree Lighting:** Phil Catanach handed out posters for the tree lighting.  
45 The tree lighting happens December 3rd, Saturday. There will be a choir, DJ,  
46 snow machine, Santa Claus. There is a new tree this year that is made

1 specifically for outdoor. After the tree lighting there will be a movie at the Rio  
2 Grande Theater, A Christmas Story for \$5. Lights will go up on Monday on the  
3 poles and the trees downtown.  
4

5 **7.5 Website (Board Members) Update:** Phil Catanach stated the Parks and Rec  
6 Advisory Board web page was updated. This is a temporary webpage  
7 because the City as a whole is getting a new page from a different company.  
8 Also a page that goes to all boards across the City on the City's website. It  
9 was mentioned that some Board Members information was inaccurate due to  
10 them being on the Board longer than was stated, the terms.  
11

12 **7.6 Board E-mail Account:** Phil Catanach stated the City is switching from .org  
13 to .gov. The Board's e-mail accounts are coming, the work order is in.  
14

15 **7.7 End of Year Employee Awards Luncheon:** Hazel Nevarez sent the Board  
16 an e-mail invite for December 8th, 11:30 - 1:30 at the Frank O'Brien Papen  
17 Community Center, 304 Bell Avenue.  
18

19 **8. Staff Member Comments:** SEE PAGE 2-4.  
20

21 **9. Board Member Comments:** SEE PAGE 4  
22

23 **10. Adjournment:**  
24

25 Board Member Montgomery moved to adjourn, seconded by Board Member Raish.  
26

27 Roll Call Vote:

28 Board Member Montgomery - Aye.

29 Board Member Raish - Aye.

30 Board Member Coppedge - Aye.

31 Vice-Chair Engle - Aye.

32 Chair McClure - Aye.

33 Motion carried unanimously.  
34  
35  
36  
37  
38  
39

40 \_\_\_\_\_  
Chairperson