



# CITY OF LAS CRUCES

## Parks and Recreation Advisory Board Agenda

PARKS AND RECREATION ADVISORY BOARD MEETING  
WILL BE HELD ON JUNE 15, 2023 AT 6:00 P.M.  
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. Approved Minutes

Documents:

[04-20-23 PRAB DRAFT MINUTES.PDF](#)

5. Public Participation
6. Action Items
7. Discussion Items
  - 7.1. Skate Park Renovations - Catherine Mathews, Landscape Architect, Parks & Recreation
  - 7.2. Las Cruces Youth Soccer Association - C. W. Ward, President
  - 7.3. Youth Development Diversion Program Presentation - Pat Acosta, Youth Development Diversion Program Supervisor
  - 7.4. Las Cruces Public School (LCPS) Agreement Update - Robert Nunez, Interim Director, Parks & Recreation
  - 7.5. Go Bond Update (2018, 2022) - Robert Nunez, Interim Director, Parks & Recreation
  - 7.6. Youth Services Program Tour - Claudia Chavez, Interim Youth Services Deputy Director, Parks & Recreation
  - 7.7. Summer Special Events - Phil Catanach, Recreation Services Deputy Director, Parks & Recreation
  - 7.8. Park & Trail Wayfinding Plan - Catherine Mathews, Landscape Architect, Parks & Recreation
8. Staff Member Comments

9. Board Member Comments

10. 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.

Posted: June 9, 2023



Parks and Recreation Advisory Board

April 20, 2023

The Parks and Recreation Advisory Board held a meeting on April 20, 2023, at 6:00 p.m. at City Hall Council Chambers, 700 N. Main, Las Cruces, NM.

**Members Present:**

- Cassie McClure - District 1
- Kenneth Coppedge – District 2
- Aracely Tellez – District 3
- Stan Engle - District 4
- Laura Haas - District 6
- Fred Raish – At large member

**Members Absent:**

- Eric Montgomery - District 5

**Others Present:**

- Robert Nunez, Interim Director, Parks and Recreation
- Phillip Catanach, Recreation Deputy Director, Parks & Recreation
- Hazel Nevarez, Senior Office Manager, Parks & Recreation
- Claudia Chavez, Interim Deputy Director Youth Services, Parks & Recreation
- Franco Granillo, Parks Deputy Director, Parks & Recreation
- Catherine Mathews, Landscape Architect, Parks & Recreation
- Greg Shervanick, Public
- Becky Baum, Recording Secretary, RC Creations, LLC

The Parks and Recreation Advisory Board Meeting of April 20, 2023, 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 introduced themselves.

**2. Conflict of Interest:**

There was no conflict of interest.

**3. Approval of the Agenda:**

1  
2 Board Member Raish moved to approve the Parks and Recreation Advisory Board  
3 Meeting Agenda for April 20, 2023, seconded by Vice-Chair Engle. Motion carried  
4 unanimously.

5  
6 **4. Approval of Minutes - February 16, 2023:**

7  
8 Board Member Haas moved to approve the Parks and Recreation Advisory Board  
9 Meeting Minutes February 16, 2023, seconded by Board Member Tellez. Motion  
10 carried unanimously.

11  
12 **5. Approval of Minutes - March 16, 2023:**

13  
14 Vice-Chair Engle moved to approve the Parks and Recreation Advisory Board  
15 Meeting Minutes March 16, 2023 as amended by Hazel, seconded by Board  
16 Member Haas. Motion carried unanimously.

17  
18 **6. Public Participation:**

19  
20 There was none.

21  
22 **7. Action Items:**

23  
24 **7.1 Parks & Recreation 2023-2024 Fees and Charges/Facility Use Policy -**  
25 **Robert Nunez:**

26  
27 This policy did not go before City Council immediately after being presented to  
28 this Board at the end of last year. It has now been updated and will hopefully  
29 be on the Council agenda sometime next month. There was no change to the  
30 introduction. This is the Board's recommended policy to determine user fees,  
31 different types of cost recovery, and various internal policies and City policies  
32 regarding scholarships, fee waivers, payment plans, programming, and  
33 permitting.

34  
35 The categories of cost recovery are: Minimum Cost Recovery which is  
36 normally 0-20% of direct program cost such as out-of-school programs,  
37 therapeutic programs, special events, and aquatics; Partial Cost Recovery  
38 include youth classes and athletics; Full Cost Recovery include any adult  
39 programming. The policy includes definitions of Direct Cost, a list Parks and  
40 Rec's facilities, and programming/hours of operation. There are guidelines for  
41 sponsorship of groups and Department guidelines for the distribution of City  
42 stipends to local recreational youth leagues or organizations/associations.  
43 This funding is to help lower the cost of participation for youth members.  
44 Currently there are \$10,000 budgeted for this and only one club has recently  
45 applied for aid. The established clubs have become self-sustaining recently,  
46 as they have not applied for aid in some time. The policy includes a refund

1 policy, returned check policy, payment plan guidelines, and the youth  
2 scholarship program. The scholarship program runs from July 1 through June  
3 30 and uses funds received from unsolicited private donations. A household  
4 can receive up to \$240,000; individuals can receive up to \$120. Sponsored  
5 youth are required to pay 50% of the program fees. Scholarships cannot be  
6 used to pay for fitness classes, rentals, equipment fees, special events, pass  
7 cards, and daily entry to the pool facility. Families who desire scholarships  
8 must fill out an application and provide proof of income and residence. Parks  
9 and Rec follows State guidelines for income analysis. The policy includes a  
10 transfer policy, age categories, seniors, recreation facility age limits, family  
11 definitions, organization aquatic fee, restorative pool, weight room program,  
12 free swim dates, school district year-end parties, and facility use rental  
13 guidelines for all the recreational centers.

14  
15 One new item there is "rentals cannot be used to conduct private business for  
16 personal gain unless approved by Parks and Recreation Director." There are  
17 contracts to conduct City programming, permitting procedures, which includes  
18 the new permit rule "to request for the use of water-holding structures like but  
19 not limited to Las Cruces Dam and Tee time will need prior approval by the  
20 Public Works Department before park facility application can be approved."  
21 Those two locations are under the authority of Public Works and the Army  
22 Corps of Engineers. Also updates was the request for use of parks: Request  
23 for use of the following parks but not limited to Apodaca Park, Desert Trails  
24 Park, Johnson Park, Klein Park, Women's Pioneer Park, Veterans Memorial  
25 Park, and Young Park will require a deposit/fee of \$250. This payment is  
26 nonrefundable and will be applied to your overall rental fee." The policy also  
27 lays out nondiscrimination compliance, insurance; the City of Las Cruces  
28 requires anyone renting the park and using jumping balloons to carry  
29 additional liability insurance with the City listed as additional insured. There  
30 are guidelines for sports field requests: If you are not established or in good  
31 standing, a 50% payment will be due up front once a permit has been  
32 approved. This payment is nonrefundable and will be applied to your overall  
33 rental. The remaining balance must be paid within one week after the event.  
34 All tournaments require a \$250 deposit upon approval of permitting. All  
35 organizations, leagues, and field users including point-of-contact and league  
36 office that do not reside within City limits will have to pay a non-resident fee  
37 and will require a \$250 deposit upon approval of permit. This payment is  
38 nonrefundable and will be applied to your overall rental fee. A Post Office box  
39 will not be allowed as proof of local residence. All organizations will be  
40 responsible for collection of event camping fees at tournaments.

41  
42 Parks and Recreation Advisory Board authority over leagues and  
43 organizations that utilize City fields and/or facilities: The purpose of this is to  
44 provide guidance to local recreational youth, adult leagues, or organizations  
45 that utilize City fields and/or facilities, to provide an independent, non-biased  
46 committee that has the authority to review league/organization procedures, act

1 as an appellant body for players, coaches, parents, spectators, suspensions,  
2 review financial records and recommend or require changes to league  
3 organizational operations. This is per Resolution 12-072. There have been  
4 coaches and parents come in, as all leagues are required to have standard  
5 operating procedures regarding behavior and actions of fans, league officers,  
6 parents, teams, everyone who is in attendance, and there have suspensions  
7 coming all the way up to the Board. Complaints start at the level of the section  
8 that they are under, then the level of the Director, and if it is unable to be  
9 resolved it is brought before the Parks and Rec Advisory Board to be heard.  
10 Parks and Rec Advisory Board has the final say in these situations. Board  
11 Member Coppedge asked about renting soccer fields and that information is  
12 further down in the policy.  
13

14 There are requirements listed for fishing, swimming, carnivals and  
15 amusements, roller skating/rollerblading/skateboarding, golfing, mobile  
16 concessions/vending, special use permits, inflatable/portable play equipment,  
17 vehicles driving in City parks, the wellness program, the community gardening  
18 program including that all participants must be registered annually and all  
19 current gardeners can register for one plot from January 3rd through January  
20 31st and new gardeners can register for available plots from February 1st  
21 through 28th and beginning March 1st registered gardeners can request a  
22 second plot if available. There was a high demand for plots last year so Parks  
23 and Rec wants to try to provide enough. Parks and Rec has added the  
24 Memorial Tree and Bench Program for people to purchase a new tree for \$500  
25 each, and a park bench with a plaque for \$2,200 up to \$2,500 or without a  
26 plaque starting at \$1,800 dedicated to the person or group of their choice. A  
27 Walk of Honor brick paver would be \$35. The list includes park hours and  
28 rules for park use. Pet owners' responsibilities are listed and the locations of  
29 the dog parks. The rules are listed for merchandising, advertising, and signs  
30 with exceptions, and City fee policies as established by City Council.  
31

32 A fitness punch card with 30 visits should be increased to \$60, the gymnastics  
33 program is being discontinued due to lack of instructors and will hopefully be  
34 reinstated later if an instructor can be found, open pickleball sessions is \$2 per  
35 session, pickleball net rental for on-site use only is \$10 per net, the Water  
36 Cycle Class is \$5 per class, the Water Fitness punch card is increased to \$60,  
37 the Aquatic Weight Room is also increased to \$60 for 30 visits. The After  
38 School Program fee schedule was \$400 per semester; during the pandemic  
39 those fees were removed. Now that the pandemic is officially listed as over,  
40 the fees will be \$100 per semester. Summer Recreation Program fees will be  
41 requested to be set at \$40 and the Spring Camp and Fall Camp at \$20 per  
42 session. Pre- and post-program fees will be eliminated, the Life Center Angel  
43 Care building has been sold to a private business and so is no longer part of  
44 the Therapeutic Recreational Program, for youth sports leagues and cheer  
45 with jersey is \$50, without jersey is \$40, coach rental card is \$5 per player, and

1 with the pilot programming process the Department will be able to improve  
2 their research and innovation for new programming.  
3

4 The fees will be set at the time of implementation with City Council's approval.  
5 Special events fees remain the same. For the swimming program the fees  
6 have been adjusted. First aid will be \$55, CPR will be \$75, recertification will  
7 be \$50, lifeguard skills recertification will be \$90, home swimming pool/spa  
8 water safety will be \$30, open water safety will be \$30, home swimming water  
9 safety/open water will be \$50. Daily fees remain the same for the swimming  
10 pools. There will no longer be punch cards at Frenger, East Mesa, and Laabs.  
11 Rentals have been scratched. Natatorium meet and practice fees for nonprofit,  
12 commercial, and non-residential have been thoroughly researched and are:  
13 Nonprofit \$11, commercial \$50 per 25-yard lane for practice, and non-  
14 residential is \$17. A 50-meter lane is \$13 for nonprofit, \$50 for commercial,  
15 and \$26 for non-residential. Swim meets: Nonprofit \$175 per hour without  
16 scoreboard, \$700 for commercial, and \$220 for non-residential. Starting  
17 system per meet: Nonprofit \$25, commercial \$100, and non-residential \$30.  
18 Dolphin timers, each per meet: Nonprofit \$15, commercial \$60, and non-  
19 residential \$20. Operation fee for timing system will be \$30 per operator  
20 across the board. Swim meet spectator fee will be \$3 across the board. Touch  
21 pads: Nonprofit \$15, commercial \$60, and \$20 for non-residential. Swim  
22 meets timing system will be \$500 across the board. School swim teams per  
23 lane is \$11 across the board. T

24  
25 here is also a breakdown of staff fees for required personnel such as  
26 lifeguards. Aquatic special events will be \$5 per participant. Punch cards and  
27 private lessons are not offered. Swim lessons, not including books, for  
28 lifeguarding and water safety instructor, minimum age of 16, are \$200. The  
29 new system will have a debit card for daily use, as the punch cards did not  
30 work as well as hoped. The debit cards can be used for everything, where the  
31 punch cards were specific to each facility. The City will need to hire more  
32 lifeguards to be able to keep the facilities open for the hours desired. Fitness  
33 room rent is \$20 per hour, party area/party room is \$100 per three hours. East  
34 Mesa Multipurpose Room team rental is \$10 per hour. The gymnastics rental  
35 package has been scratched. Meerscheidt Recreation Facility, entire building  
36 indoors is \$100 per hour. The Frank O'Brien Papen Community Center dining  
37 room is \$30 per hour and the auditorium is \$40 per hour. The Meerscheidt  
38 Recreation Center team practice rental card allows use of the Multipurpose  
39 Room and either gymnasium is six sessions for \$50 or eight sessions for \$70.  
40 Fundraising rentals will need to be coordinated and approved with additional  
41 electric panels through the City's Facilities Section and a separate fee will be  
42 assessed. Merchandise has been raised to \$15, \$20, and \$25. Pickleballs  
43 are \$1 each. The Ziggy plush is \$10. Park permit fees for organized groups  
44 to use facilities: Trails are \$2 per participant, parking lot fee is \$100 per half  
45 lot for four hours or the entire lot for \$200, sports leagues per field/court game

1 fees have been adjusted also, and priority and lower rent is given to local  
2 leagues.

3  
4 Pedestrian barricades, temporary fence, or goal transportation for soccer  
5 goals are \$250 per setup for residents and \$500 for non-residents. Practice  
6 field hourly fees are being adjusted for residents and non-residents and will be  
7 for a maximum of two hours per day and two days per week. Pickleball and  
8 handball court fees and tournament fees have been adjusted for residents and  
9 non-residents. Facility change fees for setup and tear-down are \$1,000 each  
10 time if Parks and Rec is requested to take care of that. Sports groups, camping  
11 fees, RV trailers, tents have a resident and non-resident fee. BMX fees,  
12 horseshoes, and skate part rentals have been adjusted for residents and non-  
13 residents. There is an added vendor fee of \$60 quarterly and \$150 for a  
14 concession space and parking spot on the Downtown area. The mobile  
15 concession and vending fees are \$150 per quarter. These price increases are  
16 not based on a percentage but rather staff salaries and research and  
17 comparison with other cities' facilities to keep prices competitive and still  
18 recover costs.

19  
20 As a municipality, Las Cruces is required to set some type of fee on most of  
21 the programs. Through policy and with the help of City Council, the youth  
22 programs are subsidized and supported to keep prices down while the cost  
23 recovery is achieved through the adult programming. The process for renting  
24 facilities is posted on the Parks and Rec website and can be included in this  
25 Policy. Restrooms are open while the parks are open and the Parks and Rec  
26 crews keep them up. The Young Park south restroom is kept locked except  
27 for huge events because renters who rent the southwest corner of the park  
28 complain when people not in their own party use that restroom, so it is easier  
29 to just keep that restroom locked. Restrooms are repaired as soon as possible  
30 when they break because the port-a-potty vendor is under contract and using  
31 that service would go over contract just to replace a broken restroom  
32 temporarily. Staff can look into adding restroom use into the Policy. Posted  
33 park hours used to be 5:00 a.m. to 11:00 p.m. but there were many issues  
34 happening after dark, so park hours were changed to 5:00 a.m. to 9:00 p.m. in  
35 the summer and 6:00 a.m. to 7:00 p.m. in the winter. Now, park hours are  
36 simply sunrise to sunset and the Department is working on updating the  
37 signage and website. This allows Codes and Police to send away people who  
38 may be causing problems outside of posted hours.

39  
40 Board Member Coppedge moved to table this item until the meeting of May  
41 18, 2023, seconded by Board Member Raish.

42  
43 This Policy is already in the queue for City Council in May. Staff could easily  
44 add the language requested and send out the updated document by e-mail for  
45 review so that it can still go to City Council in May. The motion to table died.  
46



1 Board Member Coppedge moved to approve the Parks & Recreation 2023-  
2 2024 Fees And Charges/Facility Use with language added regarding bathroom  
3 use and field rental process, seconded by Board Member Haas. Motion  
4 carried unanimously by acclamation.  
5

6 **8. Discussion Items:**  
7

8 **8.1 Organ Mountains Pickleball Club - Jeff Anderson:**  
9

10 Jeff Anderson is the new President of the Organ Mountains Pickleball Club.  
11 The club has been around for about three years and has roughly 250 members  
12 and about 500 people on the e-mail list. They use City facilities all the time  
13 and are very pleased to work with Parks and Rec. The club is a nonprofit  
14 group and offers free youth lessons, broken into age groups of 3rd and 4th  
15 grade, 5th and 6th grade, and 7th and 8th grade. They also offer free  
16 beginning adult lessons. The club works with the Parkinson's Support Group  
17 of Southern New Mexico and the patients get great benefits from the exercise.  
18 There was a very successful tournament at Apodaca Park this year. The club  
19 raised \$3,000 for Soles4Souls to provide shoes for local children and \$3,000  
20 for La Casa to help victims of domestic violence. Tournaments at Apodaca  
21 Park on Fridays and Saturdays are very well-attended. The club sponsored  
22 the Aaron Gifford Annual Pickleball Tournament at Lions Park three weeks  
23 ago and it was very successful. Ms. Hunter runs that tournament and she  
24 reported that it earned \$30,000 for City of Hope to help get veterans off the  
25 street and for Mission 22 which is a veterans' mental health organization.  
26 There are beautiful new courts being built on the East Mesa and the club is  
27 eagerly awaiting their opening. The club has a website and Mr. Anderson  
28 invites everyone to visit Organ Mountains Pickleball there.  
29

30 **8.2 Farmers Market Update - Cassie McClure:**  
31

32 Board Member McClure attended the Farmers Market last month to chat with  
33 attendees. She was very impressed with the sign for her booth. There were  
34 many people asking questions in Spanish and she suggests that the  
35 subcommittee should discuss how to market services in Spanish. Board  
36 Member Engle also attended and there were many comments to him about  
37 trails, wayfinding, and bicycle path infrastructure. Board Member Haas was  
38 impressed with the amount of literature that was provided for her to pass out at  
39 the Farmers Market. She requested more literature on the Senior and Youth  
40 Programs to give out. She received many compliments on the programming  
41 available in Las Cruces. Board Member Raish agreed that there were many  
42 people interested in Senior Programs. People are also excited about the new  
43 aquatic center. Board Member Engle also received questions about the new  
44 dog park opening. Board Member McClure suggested having other days at  
45 the Farmers Market for outreach in the future.  
46

1           **8.3 Hike Program Update - Phil Catanach:**  
2

3           Phil Catanach met with Mr. Patrick Nolan of Friends of the Organ Mountains  
4           Desert Peaks National Monument to discuss setting up a hiking program and  
5           what Parks and Rec can and can't do to help. They decided to set this up for  
6           August of this year as they do not do hiking in the hottest part of the summer.  
7           Docent hikes are available in May and June that are open to the public. Mr.  
8           Catanach said that Parks and Rec does not have the staff with the safety  
9           knowledge to be able to do a high-level program and so he is looking into ways  
10          to partner or contract with Mr. Nolan's group. Mr. Catanach is also setting up  
11          a list of low-level hikes that will be made available to the public starting in May.  
12          These are geared towards beginners, as the staff that will be in attendance to  
13          provide CPR and first aid services are also beginner hikers. These will be free  
14          of charge and there will not be transport provided for participants. Mr.  
15          Catanach will reevaluate a possible hiking program in August. He will keep  
16          Marvin and Linda updated with community-wide hiking activities and docent  
17          hikes via e-mail. Friends of the Organ Mountains Desert Peaks National  
18          Monument are all volunteer so they will not have the personnel available to  
19          help create a high-level hiking program. Other cities in New Mexico such as  
20          Farmington are hiring outdoor recreation programmers. There is a New Mexico  
21          Outdoor Recreation Conference in the fall. All the hikes that are currently  
22          planned around Las Cruces are easy and short. The specific distances and  
23          list of supplies to bring will come out with the weekly list of hikes.  
24

25           **8.4 GO Bond Updates - Robert Nunez:**  
26

27          The 2018 Bond, multiuse paths at the sports fields and courts, has been  
28          completed. The East Mesa Sports Complex is 94% complete. City Council  
29          recently approved \$2 million of SSGRT funds for Parks and Rec/Public Works  
30          to complete Phase I which includes erosion control, landscaping, and  
31          playground and shade structures. The pickleball courts are basically finished  
32          but cannot be opened because they are in a construction area. Parks and  
33          Public Works will be doing an initial walk-through there. The sod was delayed  
34          in shipping but field completion dates have been identified. The meeting to  
35          discuss priorities for the \$2 million will be next week. The 2022 Bond was  
36          recently approved with \$5 million earmarked for the East Mesa Sports  
37          Complex. Public Works will do the lighting in all the fields and some funds will  
38          be left for Parks and Rec to perhaps begin work on a skate park, trails, and  
39          further lighting. Parks and Rec also received \$2 million for park improvements  
40          and plans to immediately work on La Llorona Park restrooms and other  
41          improvements and trail maintenance. Three other parks are also on the list for  
42          these funds and Parks and Rec will see how much they can do with it. There  
43          are three years allowed to spend all these funds.  
44

45           **8.5 City Parks & Sports Fields Update - Franco Granillo:**  
46

1 League practices are at a minimum but soccer practice can be done in  
2 baseball outfields as well. The funding has been identified to remove the poles  
3 at Harty so the field can be used for daytime play. The side fields are still lit  
4 for night play. The Springfest was last week and went very well. Staff worked  
5 very hard on litter control, restroom cleaning, keeping people out of the pond,  
6 and occasionally assisting vendors. It was well-attended and everyone  
7 seemed happy with it. The Mira! Las Cruces event is coming up on April 29,  
8 2023. Staff is working hard on that. The plaza is already decorated, including  
9 a Christmas tree, and staff will continue adding to it as the event comes closer.  
10 Great American Cleanup is this weekend and staff is assisting KLCB to get  
11 that done, providing roll-offs in various places and helping out. Orlando, the  
12 Community Forester, started in mid-March with tree plantings. He placed 38  
13 in Frenger Park and is looking at other places to plant before the planting  
14 season ends. Summertime is too hot for planting. He will attend the Earth  
15 Day event and provide outreach and swag for proper tree care. There will also  
16 be an Arbor Day event with planting two trees in each Council District.  
17 Maintenance in all areas is very busy, with warmer temperatures causing the  
18 plants to grow quickly and require more cutting. Irrigation costs and times will  
19 increase as the season gets warmer. Public Works has filled the holes in the  
20 road out at the shooting range. Long-term fixing is being planned and will be  
21 submitted to BLM for a case file update and approval. The City is looking to  
22 acquire the road and entryway to facilitate upkeep, as right now no one is  
23 actually responsible for it. The clubs at Butterfield Shooting Range are aware  
24 of this and understand that it will take a while.

### 25 **8.6 Parks & Recreation Projects Update - Catherine Mathews:**

26 Butterfield Shooting Range ADA improvements are complete. Gomez Park  
27 lighting is completed as of earlier this month. The neighbors had requested  
28 the lighting and two public meetings were held in 2019 regarding safety  
29 concerns in the neighborhood and park after dark. Ms. Mathews is generally  
30 reluctant to add lighting to parks due to the posted hours of operation;  
31 however, in many locations around town the communities have requested  
32 lights. The second public input meeting for the Skate Park Renovation Project  
33 was April 6, 2023 and was well-attended. There was lively discussion and  
34 many opinions expressed to the consultants. There were three different  
35 options presented and participants were very excited. The consultants will  
36 take all the data from the meetings and create a single plan to be presented at  
37 the May meeting with visuals. The New Skate Park Project has received  
38 proposals. Purchasing Department is currently doing the reference checks  
39 which are anticipated to be completed in May and the Selection Advisory  
40 Committee will rate the proposals and make the selection.

41  
42  
43  
44 Two projects went before Council on Monday, including the Disk Golf Course  
45 and the Safe Haven Playground. Both were approved, the budget adjustments  
46 were approved, and the CIP adjustment was approved for the Disk Golf

1 Course and the Safe Haven Playground. Both projects are now on the CIP  
2 and Parks and Rec is allowed to work on them. The name issue did not come  
3 up at that meeting. The Purchase Order Requisition has been released, it will  
4 go through its process of contracting, and construction can begin. Safe Haven  
5 Playground will undergo a design process because there is a plan and  
6 requests for what should occur and now there is a budget and a final project  
7 can be created out of it. Gallagher Park Improvements Project had a \$150,000  
8 budget approved by Council and Parks and Rec has started using that budget.  
9 Based on input from the neighbors Parks and Rec is purchasing bicycle racks,  
10 Adirondack chairs, a replacement slide and safety swing, and safety surfacing.  
11 There were supply chain issues with everything. It has been difficult to get all  
12 the equipment. Ms. Mathews already has a quote from the manufacturer for  
13 the equipment for the playground equipment. She just needs a quote from the  
14 certified playground installer for equipment installation. She expects the  
15 equipment to take eight to 12 weeks to arrive.  
16

17 The trail system between University and Boutz/Missouri project is ongoing.  
18 Ms. Mathews needs to get an RFP for design before proceeding. Katherine  
19 Harrison-Rogers is now the new planner in NMSU's Architects Office. She is  
20 very proactive and is aware of that project and can help smooth the process  
21 to speed it up. At the public input meeting for the skate park, the consultant  
22 presented the three options and then allowed the members of the public to talk  
23 about it. There was a microphone and individuals spoke. At the end the  
24 consultant allowed people to come up to the screen and point and talk about  
25 the most popular options. Most attendees seemed to be satisfied.  
26

27 **9. Staff Member Comments:**  
28

29 Claudia Chavez of Youth Services mentioned the Great American Cleanup. The  
30 roll-offs will be at Apodaca Park, Young Park, Tony Gomez Park, and on the corner  
31 of Thurmond and Sonoma. There will be a lot of community engagement. District  
32 Cleanups are scheduled: May 20th is District 6, June 10th is District 5, July 15th is  
33 District 4, August 19th is District 3, September 16th is District 2, October 14th is the  
34 big event for Toss No Mas, and November 18th is District 1. There has been great  
35 input and Amelia has been doing a great job with the 311 calls from the community.  
36 Youth Service Week had an overwhelming response. Parks and Rec is providing  
37 a \$250 stipend for groups to get out and work on their chosen area and there is  
38 now a wait list for that program. Parks and Rec is working with Dona Ana County  
39 to get interns for summer programs to help them develop skills and get experience  
40 to hopefully graduate and become part of the Parks and Rec team. The summer  
41 lottery has three school sites this year. It will be a six-week program with 180 spots.  
42 They will be released on May 10th. Ms. Chavez is excited that the youth programs  
43 are in high demand.  
44

45 Phil Catanach presented his updates for April 2023: Youth Basketball, Youth  
46 Cheer, and Adult Sand Volleyball are all in week four. Youth Cheer is cheering at

1 Youth Basketball games on Wednesdays and Saturdays. Youth Basketball and  
2 Adult Sand Volleyball have over 500 participants. Little Sluggers Baseball starts  
3 May 15th. Outdoor Youth Soccer in-person registration is Saturday, online began  
4 today, and that league starts on May 15th as well. There will be a short Adult  
5 Basketball League in May and registration will be May 1st online. Youth Volleyball  
6 in-person for the summer will be on May 30th. Parks and Rec will be working on  
7 the Mira! Las Cruces event on April 29th. Plaza de Las Cruces Interactive Fountain,  
8 Metro Verde Unidad Splash Pad will be officially open Memorial Day through Labor  
9 Day, but since the weather has been nice they were opened early on Fridays,  
10 Saturdays, and Sundays only. The fountains are not open during the weekdays  
11 because school is not out yet. The outdoor pools, Laabs and East Mesa, are getting  
12 ready for inspection and opening on Memorial Day Weekend. Contractors at the  
13 new Community Natatorium are working on punch list items, applying nonslip  
14 surfacing to the deck, and landscaping to try to open on Memorial Day Weekend.  
15 If anything happens it could be pushed back but right now the plan is for Memorial  
16 Day Weekend. The Regional Aquatic Center has increased attendance in all areas  
17 in the past three months. In Recreation Programming, Keep Pedaling is ongoing.  
18 They have done four rides so far and the next one is set for next Wednesday. The  
19 next Saturday ride will be Saturday, May 13th. Other ongoing programs include  
20 Magic the Gathering, Thursday night therapeutic Boot Scootin' Boogie exercise  
21 class, bingo, billiards, arts and crafts, karaoke, volleyball, kickball in the park, and  
22 a monthly dance. Parks and Rec is also preparing for summer events and the  
23 Mobile Recreation Unit is filling up with requests. The schedule is set for Movies in  
24 the Park and there will be a news release in the next couple of weeks. Music in the  
25 Park and the Mayor's Jazz Fest is set, 17 concerts with 33 groups beginning May  
26 28th and continuing through August. The call for floats for the Electric Light Parade  
27 will go out next week and the theme will be announced. The Fourth of July Concert  
28 and Fireworks will be partnering with NMSU again. The lineups will be announced  
29 in the next couple of weeks. Employee wellness programs are continuing with great  
30 participation for City employees to participate in recreational activities outside of  
31 work. There will be many news releases, social media posts, and radio and print  
32 advertising in the next few weeks as this is the planning time for the busiest season.  
33 Year-round school does not affect the year-round weekend and evening activities.  
34 The bigger community events happen during the school holidays so it does not do  
35 anything to that. Parks and Rec has adjusted programming schedules to  
36 accommodate those children.

37  
38 Franco Granillo commented that Robert Nunez and everyone have been very  
39 helpful with unrealistic expectations from the public and thanks them for all the daily  
40 assistance they provide, and hopes he is as helpful to them as they are to him.  
41 Board Member Engle spoke to his Council representative regarding how much  
42 maintenance is required to keep up the new equipment being installed. Mr. Granillo  
43 concurred and mentioned that replacing a vandalized slide will cost \$14,000 which  
44 has to be taken from something else to do it.  
45

1 Robert Nunez mentioned that FY 24 budget is going to a work session next week  
2 and Parks and Rec staff will be attending to answer questions regarding the ask for  
3 FY 24 and hoping the request is approved. Board Members and Parks and Rec  
4 team were thanked for all their hard work. The CAPRA accreditation application  
5 has been submitted as of almost two weeks ago. The core team will be available  
6 to answer questions. The review team for Las Cruces consists of a person from  
7 Washington State, one from Texas, and one from Florida working on Las Cruces'  
8 application over the next ten weeks. If all goes well, the review team will be here in  
9 mid-June for a site visit. They may also wish to talk to Board Members.

10  
11 **10. Board Member Comments:**

12  
13 Board Member Engle also thanks Parks and Rec staff for their hard work. His son  
14 is enjoying the splash pad Downtown occasionally and riding the free  
15 RoadRUNNER Transit to parks on the weekends. Board Member Engle's son is  
16 signed up for Little Sluggers and staff was able to help him get the applications done  
17 on RecTrack. He was very thankful for the help. Board Member Engle also thanks  
18 the Board for their hard work.

19  
20 Board Member Raish thanks staff for all their hard work.

21  
22 Chair McClure thanks staff for their hard work.

23  
24 **11. Adjournment:**

25  
26 Vice-Chair Engle moved to adjourn, seconded by Board Member Haas.  
27  
28  
29  
30

31  
32 \_\_\_\_\_  
Chairperson