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**Parks and Recreation Advisory Commission (PARC)  
Genoveva Chavez Community Center- Conference Room- 3221 Rodeo Rd.  
Tuesday, December 20, 2016  
5:30 p.m. – 6:30 p.m.**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Review and Approval of the Minutes from- September 20 & October 18, 2016
5. Parks & Recreation Department Update
6. New Business
  - A. A RESOLUTION ADOPTING GUIDELINES & REGULATIONS FOR THE ACCEPTANCE OF MEMORIAL DONATIONS FOR PLACEMENT IN CITY-OWNED SPACES & TRAILS. (COUNCILOR LINDELL) (ROB CARTER)
  - B. RESOLUTION AMENDING RESOLUTION 2015-42 RELATING TO THE PARKS AND RECREATION ADVISORY COMMISSION BY PERMITTING RESIDENTS OF SANTA FE COUNTY TO SERVE ON THE COMMISSION (MAYOR GONZALES)(ROB CARTER)
  - C. Discussion regarding Ft. Marcy Bridge (TBA Attendees)
  - D. Discussion regarding the adding of a Tree Board Liaison (non-voting) to the Commission. (Similar to what the Golf Advisory provides)
7. Public Comment
8. Commissioner Comments
9. Committee Reports/Golf & Municipal Tree Board.
10. Confirm date, time and location for the next meeting (Tuesday, January 17, 2017)
11. Adjournment

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**SUMMARY OF ACTION  
PARKS AND RECREATION ADVISORY COMMISSION  
GENOVEVA CHAVEZ COMMUNITY CENTER CONFERENCE ROOM  
3221 RODEO ROAD  
TUESDAY, DECEMBER 20, 2016, 5:30 PM**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
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ROLL CALL	QUORUM	1
APPROVAL OF AGENDA		
APPROVAL OF MINUTES SEPTEMBER 20 <sup>TH</sup> AND OCTOBER 18 <sup>TH</sup>	APPROVED	1-2
PARKS AND RECREATION DEPARTMENT UPDATE	INFORMATION/DISCUSSION	2-3
<b><u>NEW BUSINESS</u></b>		
A RESOLUTION ADOPTING GUIDELINES AND REGULATIONS FOR THE ACCEPTANCE OF MEMORIAL DONATIONS FOR PLACEMENT IN CITY-OWNED SPACES AND TRAILS	APPROVED	3
RESOLUTION AMENDING RESOLUTION 2015-42 RELATING TO THE PARKS AND RECREATION ADVISORY COMMISSION BY PERMITTING RESIDENTS OF SANTA FE COUNTY TO SERVE ON THE COMMISSION	APPROVED	4
DISCUSSION REGARDING FT. MARCY BRIDGE	APPROVED	4-6

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
DISCUSSION REGARDING THE ADDING OF A TREE BOARD LIAISON (NON VOTING) TO THE COMMISSION	POSTPONED	6
PUBLIC COMMENT	INFORMATION/DISCUSSION	7
COMMISSIONER COMMENTS	INFORMATION/DISCUSSION	7
COMMITTEE REPORTS: GOLF AND MUNICIPAL TREE BOARD	NONE	7
CONFIRM DATE, TIME AND LOCATION FOR THE NEXT MEETING	JANUARY 17, 2017	7
ADJOURNMENT	ADJOURNMENT	7

**PARKS AND RECREATION ADVISORY COMMISSION  
GENOVEVA CHAVEZ COMMUNITY CENTER CONFERENCE ROOM  
3221 RODEO ROAD  
TUESDAY, DECEMBER 20, 2016, 5:30 PM**

**1. CALL TO ORDER**

The meeting of the Parks and Recreation Advisory Commission was called to order by Victoria Bruneni, Chair, at 5:30 pm, on Tuesday, December 20, 2016, at the Genoveva Chavez Community Center Conference Room, 3221 Rodeo Road, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Victoria Bruneni, Chair  
Linda R. Jackson  
James Stodgel  
David Sidebottom  
Damon Archuleta  
(Vacancy)  
(Vacancy)  
(Vacancy)

**MEMBERS ABSENT**

Peggy Vasquez

**OTHERS PRESENT**

Rob Carter, Parks and Recreation  
Jessie Esparza, Parks and Recreation  
John Romero, City of Santa Fe  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

**MOTION** A motion was made by Mr. Stodgel, seconded by Ms. Jackson, to approve the agenda as presented.

**VOTE** The motion was passed unanimously by voice vote.

**4. APPROVAL OF MINUTES  
SEPTEMBER 20<sup>TH</sup> AND OCTOBER 18<sup>TH</sup>**

**MOTION** A motion was made by Ms. Jackson, seconded by Mr. Archuleta, to approve the September 20<sup>th</sup> minutes as presented.

**VOTE** The motion passed unanimously by voice vote.

**MOTION** A motion was made by Mr. Stodgel, seconded by Mr. Sidebottom, to approve the October 18<sup>th</sup> minutes as presented.

**VOTE** The motion passed unanimously by voice vote.

## **5. PARKS AND RECREATION DEPARTMENT UPDATE**

Mr. Carter said the Master Plan folks, Site Santa Fe, have started. They are planning to meet with staff on January 12<sup>th</sup>. They would like to meet with some of the PARC members. You cannot all go at the same time because you cannot have a quorum. If you are interested and have a half hour email him.

Chair Bruneni explained that Parks and Recreation are doing a Master Plan.

Mr. Carter said this is the first Master Plan that is analytical that Santa Fe has ever had. It is a ten year plan. It will look at benchmarks and make recommendations of what we need to have and what we don't need to keep doing. It will give us direction for the next ten years. It will be used for bonding when necessary.

Chair Bruneni said it will include a needs assessment and demographics.

Mr. Carter said they will have four community meetings. The City Council wants them to have one per district.

Mr. Stodgel asked is there another opportunity other than January 12<sup>th</sup>.

Mr. Carter said probably we can set up something else for you. We want your input.

Ms. Jackson asked is there somewhere on line where we can look at the Master Plan.

Chair Bruneni said it does not exist yet. They are doing the Master Plan now. It will also address connectivity between the parks. The process is supposed to take a year and a half.

Mr. Carter said our goal is to have it completed by December 2017. They are under contract. They estimated that they will work 804 hours on the project over the next year.

Chair Bruneni said she was on the committee who approved this company to do the Plan. We spent quite a bit of time on the selection.

Mr. Carter said the lights on the plaza are beautiful. We have received a lot of positive feed back. He has had calls from small towns in Colorado and Texas who want to do the same thing and want to know how we designed our lights. The New Years celebration is planned. It will start at 7:00 pm. The fireworks will be from the Water Street parking lot. We are finalizing a plan for the festivities to present to City Council in January.

## **6. NEW BUSINESS**

### **A. A RESOLUTION ADOPTING GUIDELINES AND REGULATIONS FOR THE ACCEPTANCE OF MEMORIAL DONATIONS FOR PLACEMENT IN CITY-OWNED SPACES AND TRAILS**

Mr. Carter said Jessie Esparza has worked diligently on this over four years. We have groups who want to pay for small and large dog parks.

Ms. Esparza said we have a list of people who want to put a Memorial in one of our parks. We have guidelines drafted and they are included in your packets. The Governing Body wanted guidelines and rules and regulations.

Ms. Esparza reviewed the guidelines.

Mr. Carter said we recently named a community garden after a woman who spent many years spearheading community gardens all over the City. A couple of people have donated benches as well. With this Resolution in place we won't have to keep taking each request to the City council and we can control it with the rules and regulations and guidelines.

**MOTION** A motion was made by Ms. Jackson, seconded by Mr. Sidebottom, to approve the Resolution.

**VOTE** The motion passed unanimously by voice vote.

**B. RESOLUTION AMENDING RESOLUTION 2015-42 RELATING TO THE PARKS AND RECREATION ADVISORY COMMISSION BY PERMITTING RESIDENTS OF SANTA FE COUNTY TO SERVE ON THE COMMISSION**

Mr. Carter said this is regarding the allowance of county residents to serve on the Commission. The Resolution is in the packets.

**MOTION** A motion was made by Mr. Sidebottom, seconded by Mr. Archuleta, to approve the Resolution.

**VOTE** The motion was approved unanimously by voice vote.

**C. DISCUSSION REGARDING FT. MARCY BRIDGE**

John Romero, City of Santa Fe Engineering Director, said he is here to discuss the Ft. Marcy bridge replacement project. We are replacing the center bridge, a ten foot wide bridge that failed a few years ago. It was determined to be unsafe for use. It was closed and removed prior to most recent Zozobra event. The City Council appropriated \$600,000 for this project. We have spent and are contracted for \$100,000 for the new design and removal of the structure. When this went before the council there was debate on just replacing this middle bridge or all three bridges. We evaluated it from a hydriodic standpoint. Each bridge costs \$30,000 to construct. We thought it would be more cost effective to build concrete box culverts for all three locations. With the hydriodic tests we found it created a washing machine effect. From that standpoint we will not recommend two of the box culverts, only one. We are in the process of doing an evacuation analysis to determine how much faster people can evacuate Ft. Marcy park if there was an incident. With a 60 foot culvert or a 90 foot culvert. We will go to Council with that in Janaury. It looks like we can fund the 60 foot, the 90 will exceed our budget. We will ask Council which way they want to go with this.

Mr. Romero said the Fire Marshal and Kiwanis are advocating for the 90 foot culvert. The culvert will be base course with a back fill of dirt. The amount of trees that will be removed are an issue. For the 60 foot, 22 trees will be removed. For the 90 foot, 34 trees will have to be removed. The construction budget is \$500,000 of the \$600,000. We are looking to use one of our on call contracts. We will do something before the next Zozobra.

Mr. Carter said this is informational only. The monies for this project were earmarked out of the 2008 Parks Bond. That money became nonexistent.

Mr. Romero said it will be funded now out of the CIP Bond reallocation.

Mr. Carter said it is a safety issue. The three bridges that were there were designed as pedestrian bridges, not for people to stand on en masse. It became flat over the years. We will be putting in something that is safe and lasting.

Mr. Romero said we are not doing a bridge we are doing a culvert. There will be channel work with the Army Corps of Engineers permits. The other two bridges will remain. We will see what the Council says. He would like comments from the Commission if there is something we did not think of or if you have questions.

Mr. Stodgel said it seems like this would be a great opportunity to put a really beautiful bridge there instead of just pushing dirt over the arroyo. It could be something special. Something for our City and Zozobra. It is nice to walk over a bridge. Maybe we could try to raise more money. It could be something that adds a nice feature to the park.

Chair Bruneni said it is a time issue.

Mr. Romero said and a funding issue.

Mr. Stodgel said so cost is the issue.

Mr. Romero said we are going to put railing. We will approach the Arts Commission about a decorative rail. It is a prime place for that. It is all City funded. There have been questions about spending \$500,000 for one event. But that one event draws 50,000 people.

Mr. Stodgel asked why is the Kiwanis Club not paying some of this since they benefit from that.

Chair Bruneni said they do donate the money they raise to the community, but, maybe we could approach a partnership. They are a civic organization. Maybe they plaque it or pay for some of the railing. There is a safety issue now. The City rents the space to Kiwanis so they are a player in the safety issue of the area.

Mr. Romero said that is why we hired this company to do some analysis so that the City Council can make the decision.

Mr. Archuleta said it seems like 90 feet wide is excessive. That is big. He understands that if you need to evacuate that park in a hurry you want the biggest area possible but that event does have a limit. Maybe find out where those two numbers need to be. 60 feet is pretty wide.

Chair Bruneni said that is a good point. You can only allow so many people into that area.



Mr. Romero said all of that will all go into the analysis. There is a cap. All of your points are well taken.

Ms. Jackson asked what is the condition of the other two smaller bridges

Mr. Romero said they seem to be in good repair. Some of the timbers may have to be replaced.

Ms. Jackson said if you are out there anyway, it might be cost effective to update the other two at the same time.

Chair Bruneni said it might make sense but the wood has not failed yet.

Ms. Jackson said you have the equipment out there.

Chair Bruneni said it is totally different equipment.

Mr. Carter said as part of our CIP we are putting money in to start revamping wood bridges.

Mr. Stodgel said he likes the 60 foot suggestion and rather than course stuff it would be great if it was grass. It would then be all one park together.

Mr. Romero said ok. It is something that could be phased in at a later time. They will keep that in mind to see how we could do it.

Chair Bruneni said thank you.

Mr. Romero said thank you and it was nice to meet you. In case Council asks, is there a consensus of Commission on size.

Chair Bruneni said we could have consensus pending the outcome of the Fire Marshall's evacuation scenario.

There was consensus of the Commission that if the design is deemed safe by the Fire Marshal they would like the culvert to be as small as functionally possible while accommodating the proper evacuation procedures in case of emergency.

#### **D. DISCUSSION REGARDING THE ADDING OF A TREE BOARD LIAISON (NON VOTING) TO THE COMMISSION**

This item was postponed to the next meeting.

**7. PUBLIC COMMENT**

There was discussion about the current state of the Vietnam Veterans Memorial Park. Mr. Carter will contact the Chair of the Veterans Advisory Board, Chris Calvert, and get a crew out there.

**8. COMMISSIONER COMMENTS**

None

**9. COMMITTEE REPORTS: GOLF AND MUNICIPAL TREE BOARD**

None

**10. CONFIRM DATE, TIME AND LOCATION FOR THE NEXT MEETING**

**TUESDAY, JANUARY 17, 2017**

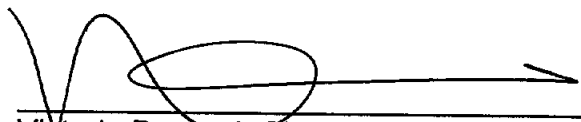
**11. ADJOURNMENT**


Mr. Sidebottom said he will be absent for the January meeting.

**MOTION** A motion was made by Ms. Jackson, seconded by Mr. Sidebottom, to adjourn.

**VOTE** The motion passed unanimously by voice vote.

The meeting adjourned at 6:30 pm.

  
Victoria Brunetti, Chair

  
Elizabeth Martin, Stenographer