



City of Las Cruces
MOUNTAINS OF OPPORTUNITY

Parks and Recreation Advisory Board Agenda

PARKS AND RECREATION ADVISORY BOARD MEETING
WILL BE HELD ON FEBRUARY 20, 2020 AT 6:00 P.M.
CITY HALL ROOM 2007-B & 2007-C, 700 N. MAIN

1. Introductions
 - 1.1. Parks and Recreation Advisory Board Members
 - 1.2. Parks and Recreation Staff
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:

[PRAB 01162020.PDF](#)

5. Public Participation
6. Old Business
 - 6.1. Parks and Recreation Overview Work Session (Date) - Chair Harrison
 - 6.2. Future Board Meeting Dates, Times and Locations - Chair Harrison
7. Action Items
 - 7.1. GO Bond Project/Sports Courts - Tony Trevino/Public Works Department
 - 7.2. Public Art Master Plan - Lorenzo Zepeda/Quality of Life Department
 - 7.3. Special Meeting/East Mesa Recreational Complex (March 9) - Sonya L. Delgado
8. Discussion Items
 - 8.1. Keep Las Cruces Beautiful (KLCB) - James Wood
 - 8.2. GO Bond Project/Hadley Complex - Tony Trevino/Public Works Department
9. Staff Member Comments

10. Board Member Comments

11. 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: February 14, 2020

PARKS AND RECREATION ADVISORY BOARD MEETING
January 16, 2020

1 The Parks and Recreation Advisory Board meeting was held January 16, 2020 at the
2 Parks and Recreation Administrative Office Conference Room, 1501 E. Hadley, Las
3 Cruces, NM.

4
5 **PARKS & RECREATION ADVISORY BOARD MEMBERS PRESENT:**

6 Cassie McClure
7 Stan Engle
8 Robert Harrison
9 Eric Montgomery

10
11 **PARKS & RECREATION ADVISORY BOARD MEMBERS ABSENT:**

12 Eli Guzman
13 Megan Schuller
14 Maryln Zahler

15
16 **OTHERS PRESENT:**

17 Gregory Shervanick, Resident
18 Cathy Mathews, Landscape Architect
19 Franco Granillo, Parks Administrator
20 Sonya Delgado, Director of Parks and Recreation
21 Ceci Vasconcellos, CLC Community Engagement
22 Hazel Nevarez, Parks & Rec Adm Office Manager
23 Phil Catanach, Recreation Services Administrator
24 Robert Nunez, Recreation Services Administrator
25 Kelly A. Heyer, ASA Architects
26 Tony Trevino, Public Works
27 Sreedevi Mohanraj, Public Works

28
29 The meeting was called to order at 6:01 p.m. by Chair Harrison and recognized as having
30 a legal quorum.

31
32 **1. Introductions**

33
34 Board members introduced themselves and stated the district they represent. Staff
35 introduced themselves and stated their position. Public present introduced themselves.

36
37 **2. Conflict of Interest**

38
39 No Conflict of Interest.

40
41 **3. Approval of Agenda**

42
43 Mr. Montgomery moved to approve agenda, seconded by Ms. McClure. Motion carried
44 unanimously.

1
2 **4. Approval of Minutes**
3

4 Ms. McClure moved to approve the minutes of December 3, 2020 as written, seconded
5 by Ms. McClure. Motion carried unanimously.
6

7 **5. Public Comment**
8

9 There was no public comment.
10

11 **6. Action Items**
12

13 **6.1 Community Pool Final Concept – Phil Catanach/ASA Architects-**
14 **Kelly A. Heyer**
15

16 Mr. Catanach informed the Board after some public input meetings in August 2019 and
17 previous meeting with the Board, ASA Architects addressed a few things brought forward
18 from those meetings and Ms. Kelly Heyer of ASA Architects was present at this meeting
19 to provide the Community Pool Final Concept.
20

21 Ms. Heyer provided a PowerPoint presentation to the Board of the updated floor plan
22 with emphasis on changes made. She mentioned the five main comments received from
23 the public input meetings and informed the Board three of the five comments (1-locker
24 room sizes and number of showers in each of the locker rooms, 2-the location of the
25 door in the rear vestibule, 3-connection between the two parking lots) were able to be
26 addressed within the project budget and the other two comments (4-spectator seating
27 and 5-warm-up and cool down lanes) are for possible future expansion which the design
28 allows for. The revised floor plan shows additional three showers were added per locker
29 room and layout changed significantly allowing for privacy. Space gained for this change
30 was taken from the mechanical and electrical rooms as well as the training rooms. The
31 other thing addressed was the location of the door as it relates to the rear vestibule – the
32 entry and exit is closer to the spectator seating and not directly behind the glass starting
33 block lane.
34

35 Mr. Montgomery asked with the possible future expansion the design allows for, if
36 expansion were made to the east side of the building with infrastructure on the west side
37 of the building for the pool, is there access capacity within those rooms to put additional
38 equipment to accommodate the expansion on the west side. Ms. Heyer responded with
39 the additional body of water, support space would have to be added.
40

41 Mr. Trevino said for the direction of the City Councilors, this pool will be both a community
42 and competition pool. A Construction Manager at Risk is getting involved now to ease
43 and keep this process and project going smoothly. The other direction is to get plans for
44 full design put out to bid and have the project built. Ms. Heyer added the Construction
45 Manager at Risk comes on to the design project before design is complete and is much
46 more a collaborative type of arrangement. She said when the Construction Manager

1 comes on board, they will do a constructability review and will look at the design
2 development drawings before moving into construction documents. She said they will
3 look at that in comparison to the budget, and where falling within the budget, providing
4 feedback.

5
6 Chair Harrison asked in aspect to warm-up pool, did anyone mention would go to existing
7 pool and what was the response. Mr. Trevino said it didn't quite meet their specs.

8
9 Mr. Catanach said regarding the public input meetings, public was allowed to give their
10 input and even if they disagreed, they did appreciate Ms. Heyer and ASA Architects were
11 able to listen to and address a few of the issues and were honest about the issues they
12 couldn't address. Mr. Catanach added the main thing is this is a community pool.

13
14 Mr. Montgomery moved to accept the Community Pool Final Concept as presented,
15 seconded by Ms. McClure. There was no further discussion. Motion carried
16 unanimously.

17
18 **6.2 Parks and Recreation Fees & Charges/Facility Use Policy – Sonya**
19 **Delgado**

20
21 Ms. Delgado informed the Board the Fees and Charges/Facility Use Policy was given to
22 the Board at the November 2019 meeting for review and is being brought back now for
23 comment and action.

24
25 Chair Harrison asked if swimming is in this policy. Ms. Delgado said the fees for the new
26 community pool are not in this policy yet.

27
28 Ms. McClure moved to approve the changes to the Parks and Recreation Fees &
29 Charges/Facility Use Policy, seconded by Mr. Engle. Motion carried unanimously.

30
31 **6.3 Parks and Recreation Youth Board Logo – Robert Nunez**

32
33 Mr. Nunez informed the Board in their packet is a revised Parks and Recreation Youth
34 Board revised logo. He said the CLC sunburst logo had to go with the City of Las Cruces
35 wording since it is trademarked together. Changes made from the previous logo
36 presented to the Board was wording on top of the logo was removed and the turtle was
37 moved to a different location.

38
39 Chair Harrison asked where this logo would be used. Mr. Nunez said this would be used
40 as the branding for the Youth Board - a banner for the table when the Youth Board is out
41 doing any type of activities and on any polos or shirts.

42
43 Ms. McClure moved to approve the Parks and Recreation Youth Board logo, seconded
44 by Mr. Montgomery. Motion carried unanimously.

1 **6.4 Parks and Recreation Overview Work Session (Date) – Chair**
2 **Harrison**

3
4 Chair Harrison informed the Board he thought it would be a great idea for the Board to
5 have a work session on Parks and Recreation to see the different caveats of Parks and
6 Recreation, to see what Parks and Recreation does, and what the Board does.

7
8 Ms. Delgado added a work session would give the Board an opportunity to understand
9 their roles a little bit better and to understand all the services Parks and Recreation
10 provides. She and the Administrators would be available to have a discussion with the
11 Board and to answer Board’s questions.

12
13 Mr. Montgomery said he likes the idea as he learns something new at every Board
14 meeting. He said if a structure could be developed for future Board members, it would
15 be a positive step forward.

16
17 Chair Harrison asked what new Administrators do for an on boarding process. Ms.
18 Delgado said it is the same type of process, discuss department, goals, areas.

19
20 Ms. McClure said she would like to reiterate the idea of going back to community
21 meetings to learn more of what the constituents in her district would like to see. She
22 personally would like to see addressed is what ambassadorship looks like.

23
24 Ms. McClure moved to table discussion on future Parks and Recreation Overview Work
25 Session to the February 20, 2020 Board meeting, seconded by Mr. Montgomery. Motion
26 carried unanimously.

27
28 **6.5 Future Board Meeting Dates, Times and Locations – Chair Harrison**

29
30 Chair Harrison said all Board meetings are open to the public and constituents, but
31 maybe the Parks and Recreation Board meetings could be held in different districts.

32
33 Ms. McClure asked if there is a way to allocate budget to market this. Chair Harrison
34 asked Ms. Nevarez how she sends out the Board meeting notifications. Ms. Nevarez
35 said she sends out the required notification to City Council and Board members by email
36 and posts it on City website. Ms. Vasconcellos added there are different ways to market
37 the Board meetings on social media and can be pushed a bit harder and recommended
38 to discuss this more with Ms. Delgado.

39
40 Chair Harrison asked if some of the future board meetings would include public meetings
41 because of the Go Bond. Ms. Delgado said the February meeting will include public input
42 for the East Mesa Sports Complex and the trails and so the February meeting will
43 possibly be moved to City Hall.

44
45 In response to Ms. McClure’s preference of having community input and involvement,
46 Ms. Delgado said when this process was started, the City jumped on board with this idea

1 and a survey was created with multiple departments involved. Ms. Delgado said the
2 results of the survey have just come in and data is being reviewed. Ms. Delgado said
3 this put the Board's idea on hold, but she wants to go back and address this idea.

4
5 Ms. McClure said if the Board meetings are held in different districts, a simple push/press
6 releases needs to be made to get people to attend. Ms. Delgado said she understands
7 and does need to find budget to make this work.

8
9 Mr. Engle moved to table determining future Board meeting dates, times, and locations
10 to the February 20, 2020 Board meeting, seconded by Mr. Montgomery. There was no
11 further discussion. Motion carried unanimously.

12 13 **7. Discussion Items**

14 15 **7.1 Integrated Pest Management (IPM) Committee Update – Sonya** 16 **Delgado**

17
18 Ms. Delgado informed the Board the Integrated Pest Management (IPM) policy was
19 brought before the Board about a year and a half ago. She said what was brought
20 forward was how Parks and Recreation managed Integrated Pest Management within
21 Parks and Recreation. The idea was to update the policy every year. The plan covered
22 how weeds are dealt with, what is used, safety procedures, training procedures,
23 certifications. The plan was also taken to some other policy review committees and to
24 City Council. Everyone jumped on the idea that an IPM policy was needed for the entire
25 City. Parks and Recreation was given the task of creating an IPM policy for the entire
26 City, to include the Airport, Streets, and Facilities. To do this, an IPM committee had to
27 be created and the first meeting will be on January 29, 2020 at City Hall. There are nine
28 members from the community, three Councilors, and staff from Parks and Recreation,
29 Public Works, Airport, and Sustainability Officer. Members from New Mexico State
30 University will be in attendance as experts but are not on the committee. Also, in
31 attendance will be professionals from within the City and the State familiar with
32 pesticides, herbicides and things of that nature. Ms. Delgado said she has been tasked
33 to go back to City Council to approve an all-inclusive City IPM policy in June of 2020.

34
35 Chair Harrison asked if this has gone before any public input. Ms. Delgado said January
36 will be the first time the committee will get together. She said the committee was
37 appointed in two different City Council meetings, one in November and one in December.
38 There was some prior public input prior, be it at City Council meetings, four different work
39 sessions with City Council, twice at City Council meetings.

40
41 Ms. Delgado said the City no longer uses Roundup on weeds so need to come up with
42 alternatives - how are they used, how effective are they – and this will be one of the
43 talking points with the IPM committee.

1 **7.2 Veteran’s Park Monthly Update Report for Veteran’s Advisory Board**
2 **– Sonya Delgado**
3

4 Ms. Delgado informed the Board the Veteran’s Advisory Board has asked for a monthly
5 update memo on Veteran’s Park. The Parks and Recreation Advisory Board was
6 provided of copy of the memo, and Ms. Delgado reviewed it with them.
7

8 Ms. McClure asked if there was any plaque on how people should treat themselves in
9 the park. Ms. Delgado said this is something she is looking into.
10

11 **8. Staff Member Comments**
12

13 Ms. Mathews informed the Board on a number of special Capital Improvement Projects:

- 14 • The Provencio Van Dame (PVD) soccer field lighting has been making significant
15 progress – the poles and lights are up, wiring is in and anticipate testing lights in
16 the next couple of weeks. Working with El Paso Electric to upgrade electrical
17 supply to accommodate the lights and future improvements in the park. Anticipate
18 lights fully operational by the end of March – dependent on El Paso Electric.
- 19 • Benavidez Community Center – moving forward with some new playground
20 equipment. Equipment has been purchased and delivered. In final stages of
21 contracting installation.
- 22 • Pioneer Women’s Park – There is a small amount of money remaining from the
23 funds allocated for the Master Plan so working on refurbishing one of the plaques
24 in the park and bringing in a replacement drinking fountain.
- 25 • Veteran’s Memorial Park – The City received legislative funding for security
26 cameras. Information Technology Department purchased a server to
27 accommodate storage needs to secure the cameras and the Radio Shop
28 Department is in the process of getting the purchase order for purchasing the
29 cameras. Anticipate cameras to be fully installed by the end of this calendar year.
30

31 Mr. Catanach informed the Board of activities in progress for the new year:

- 32 • Adult indoor volleyball league – 56 teams with eight to ten players.
- 33 • Youth indoor soccer started January 13 – 22 teams with ten to twelve youth on
34 each team.
- 35 • Cheer Program is now year-round with fifteen students and one instructor.
- 36 • Regional Aquatic Center second floor fitness center is packed every night,
37 reaching close to capacity. Additional yoga classes have been added. A youth
38 yoga class is on Tuesday’s at 4:15 p.m. A Pilates class has been added.
- 39 • Teen Chaos Collaboration Art Show February 21 & 22, sixth year. This gives
40 youth an opportunity to exhibit their art and showcase it to their community.
- 41 • Ziggy participated in New Mexico State University’s mascot game on January 11.
- 42 • The City’s Employee Wellness program from January 1 thru today has almost 400
43 employees participating. There are two current challenges:
 - 44 ○ Transformation challenge, an eight-week challenge to gain body mass and
45 lose fat.

- 1 ○ Ziggy Challenge – a walking challenge to gain as many miles as you can
- 2 over an extended period. Incentives are yoga mats, water bottles, shirts.
- 3 • Lineup for Music in the Park is almost finalized and will be coming out late
- 4 February, early March.
- 5 • 4th of July planning is starting up. Chair Harrison asked if there are plans to move
- 6 where it's been held. Mr. Catanach said for this year, it is staying at same location.

7
8 Mr. Granillo briefed the Board on his staff's schedules and goals met:

- 9 • Right of Way/Median staff is responsible for City beautification other than parks
- 10 and sports fields. He said their goal for this year is to hit 90% of their maintenance
- 11 schedules and they are at 88%.
- 12 • Mr. Granillo said the parks, sports field, and community forestry staff are hitting
- 13 58% of their 80% schedules met goal which includes mowing, irrigation,
- 14 fertilization and all aspects of maintenance. Mr. Granillo said he is proud of his
- 15 staff because sometimes mowers go down for weeks at a time which impacts the
- 16 schedule heavily. Despite this, staff knows where their high use, high visibility
- 17 areas are and know how to cover these areas and keep concerns down.
- 18 • Community Forestry will have close to 1,100 trees in the ground. They are
- 19 currently at 174 trees from their PEAK goal of 300 for the year.
- 20 • Construction staff are at 48% of their 80% schedules met goal. Mr. Granillo said
- 21 this may sound low, but this staff gets pulled a lot for safety concerns. Looking at
- 22 increasing temporary staff to meet this schedule.

23 Mr. Granillo said although all goals aren't being met, the work is getting done thru

24 shuffling and thru coordination.

25
26 Mr. Nunez briefed the Board on his programs:

- 27 • Over the holiday break, the Out of School Time and Youth Services program had
- 28 133 participants at three different locations for the nine days that youth were out
- 29 of school. One positive was three meals a day were offered to the youth. The
- 30 program was 8 a.m. to 5 p.m.
- 31 • With spring semester just starting, there are ten sites with approximately over 300
- 32 youth from kinder up to Seniors in High School.
- 33 • Juvenile Citation Program (JCP) – one category in PEAK performance is
- 34 reoffending – within the program, there has been a 94% success rate of youth not
- 35 reoffending. This shows true measures of success not only in the City but through
- 36 out Dona Ana County. Mr. Nunez informed the Board the JCP supervisor is
- 37 currently in Albuquerque to learn if the JCP contract for future years has been
- 38 renewed. The State is doing a two to four-year contract with all the Continuums.
- 39 • Another grant being worked on is the YCC grant. Funding has been received for
- 40 another beautification project so his program will be doing some murals
- 41 throughout the community in areas that are always tagged.
- 42 • A lot of staff participated in the Tree Lighting event in December. Mr. Nunez the
- 43 entire City did an amazing job and is something positive for our community.

44
45 Ms. Delgado provided the Board information on Go Bond meetings coming up:

- 46 • January 23, Desert Trails public input at East Mesa Safety Complex, 6 p.m.

- 1 • January 30, East Mesa Recreation Complex public input at City Hall 2nd floor
2 2007B-C, 6 p.m.
- 3 • January 28, Klein Park meeting to discuss Master Plan at City Hall 2nd floor, 6
4 p.m. There is an individual who has come forward who would like to have a
5 basketball tournament at Klein Park. In doing so, funding would be provided to
6 redo the existing basketball court, keeping it where it currently is. The Master
7 Plan which was approved calls for moving it. The meeting is to go over the Master
8 Plan again and to ask if the question on whether to move the basketball court. If
9 not, then Ms. Delgado will have to find an alternative location for the tournament.
- 10 • February 20, Parks & Recreation Advisory Board and Desert Trails and East
11 Mesa Recreation Complex component public input, City Hall 2nd floor.

12
13 Ms. Delgado informed the Board 14 trees will be removed from County Club Park, District
14 One and will replant more. The trees are being removed because they are in severe
15 decline. Prior to removing the trees, there will be some outreach, signage. A meeting will
16 be held to let the neighbors know why and will also let the Councilor know. Date for the
17 meeting has not been finalized.

18
19 Ms. Delgado informed the Board Frenger Pool has some serious issues with the water
20 staying warm and staff is working to resolve. Some air heaters are being replaced but
21 they won't help keep the water warm.

22
23 Ms. Delgado informed the Board the budget process for the next fiscal year has begun.

24
25 Ms. Vasconcellos informed the Board the Go Bond Trails meeting will be on February 4,
26 2020 at City Hall, 6 p.m., and will also be on the Board's February meeting agenda.

27
28 Ms. Vasconcellos informed the Board she is working on the 2020 Census outreach for
29 the City and a lot of Parks and Recreation locations will be used.

30
31
32 **9. Board Member Comments**

33
34 Ms. McClure asked if the Chaos Collaboration was going to be at the Frank O'Brien
35 Papen Community Center. Mr. Catanach confirmed. She encouraged her fellow Board
36 members to attend.

37
38 Ms. McClure gave Kudos to staff as she was contacted by a soccer Coach for her child.

39
40 Ms. McClure offered Kudos to staff on the cleanliness of trails from Kohls to Milagros.

41
42 Mr. Montgomery said he is looking forward to this new year.

43
44 Chair Harrison commented how nice downtown looked over the holidays with all the
45 lighting and decorations.

46

1 Chair Harrison mentioned that sometime this week, on the trails that go thru Mesilla Park
2 on the ditch, EBID put up some different things – reflectors, no trespassing and asked if
3 the City or park staff met with them recently. Ms. Delgado said it could be E.B.I.D. or
4 D.O.T. depending on where it's at. She said E.B.I.D. may, she doesn't know, may be
5 starting to figure out what side is going to be theirs and what side is going to be ours, or
6 they may have some work going on and needed to close it off. Ms. Mathews said staff
7 has been in discussion with Zach Lubin (sp?), the E.B.I.D. Engineer, and he is aware of
8 the projects that staff will be coordinating with them for trails and E.B.I.D. determines
9 which side of lateral we get.

10
11 **10. Adjournment**

12
13 Ms. McClure moved to adjourn, seconded by Mr. Montgomery. Motion carried
14 unanimously. Meeting adjourned at 7:30 p.m.

15
16
17
18
19 _____
Hazel Nevarez, Recording Secretary

Robert Harrison, Chair