

PARKS AND RECREATION ADVISORY BOARD MEETING
May 16, 2019

1 The Parks and Recreation Advisory Board Meeting was held on May 16, 2019 at the
2 Parks and Recreation Conference Room, 1501 E. Hadley, Las Cruces, NM.

3
4 **PARKS & RECREATION ADVISORY BOARD MEMBERS PRESENT:**

5 **Note: Chair Harrison asked Board if it would be ok for Ms. Zahler to participate**
6 **by telephone. Board agreed.**

7 Robert Harrison
8 Cassie McClure
9 Maryln Zahler (by Telephone)
10 Eric Montgomery
11 Megan Schuller
12 Eli Guzman

13
14 **PARKS & RECREATION ADVISORY BOARD MEMBERS ABSENT:**

15 Stan Engle

16
17 **OTHERS PRESENT:**

18 Hazel Nevarez, Senior Office Manager & Recorder
19 Sonya Delgado, Director of Parks & Recreation
20 Robert Nunez, Recreation Services Administrator
21 Franco Granillo, Park Administrator
22 Cathy Mathews, Landscape Architect
23 Cecilia Vasconcellos, Community Outreach
24 Greg Shervanick, Public
25 Steve Montanez, Public
26 Dr. Isobel Hernandez

27
28 The meeting was called to order at 6:02 p.m. by Chair Harrison and recognized as
29 having a legal quorum.

30
31 **I. Introductions**

32
33 Board members introduced themselves and stated the district they represent. Staff
34 introduced themselves and stated their position. Public members present introduced
35 themselves.

36
37 **II. Conflict of Interest**

38
39 There was no conflict of interest.

40
41 **III. Approval of Agenda**

1 Ms. Delgado advised the Board Item D, Parks and Recreation Master Plan (Action)
2 under Unfinished Business will not be coming before the Board as the final chapters
3 still need to be sent to the Board for review.

4
5 Ms. Schuller moved to table item VI.D, Parks and Recreation Master Plan (Action) until
6 the next Board meeting and accept the rest of the Agenda as presented, seconded by
7 Ms. McClure. Motion carried unanimously.

8 9 **IV. Approval of Minutes**

10
11 Mr. Montgomery moved to approve the meeting minutes of April 18, 2019 as
12 presented, seconded by Ms. Schuller. Motion carried unanimously.

13 14 **V. Public Comment**

15
16 Chair Harrison noted public comment is limited to three minutes with no discussion by
17 the Board during the public comment and should the Board wish to pursue discussion
18 on public comment, they can recommend it be placed on agenda for next Board
19 meeting.

20
21 There was no public comment at time of request for public comment.

22 23 **VI. Unfinished Business**

24 25 **A. Youth Board Update (Informational) – Robert Nunez**

26
27 Mr. Nunez informed the Board the Youth Board Chair and Vice-Chair could not be
28 present to report. He let the Board know the last two Youth Board meetings did not
29 have a quorum. He said the Youth Board has discussed the Little Library and would
30 like to host two special events in the summer with local and regional entertainment. A
31 By-Law change referencing term limits and policies and procedures regarding
32 attendance will be presented to Board at this meeting.

33
34 Chair Harrison asked if there is an attendance policy that if a Board member doesn't
35 attend x number of meetings, they are released. Mr. Nunez responded yes.

36 37 **B. Capital Project Update – Cathy Mathews**

38
39 Ms. Mathews provided the Board with a list of 2019 Parks and Recreation Capital
40 Improvement, Go Bond and Non-Capital Improvement projects and reported on their
41 status. Ms. Mathews said she can provide the Board with a list of the capital projects
42 with dollar amounts so they can know the value.

43
44 Chair Harrison asked if the projects have proposed dates of completion. Ms. Mathews
45 said she can include that on the revised list she will send to the Board.

1 Chair Harrison asked when the Las Cruces lateral will start. Ms. Mathews said the
2 agreement was just signed last month and will be a matter of setting up the program.
3 She said design will probably start in July and anticipates six months of design, and
4 then move into construction.

5
6 Chair Harrison asked if Ms. Mathews had any ideas on trail surface. Ms. Mathews
7 responded asphalt trail surfacing, which is relatively easy to make ADA compliant, is a
8 well maintainable surface, and it will serve the people who will be using the trail.

9
10 Chair Harrison asked where it will complete. Ms. Mathews said from the trail, will
11 transition into the bike lanes (Idaho/Main St.), and continue up to about Wyatt, and
12 from there propose to join the improvements that will occur thru the Go Bond, which
13 are the Las Cruces lateral section.

14
15 Chair Harrison asked if there are current hard surfaces being used where the lateral
16 goes on Madrid. Ms. Mathews said the surfaces are currently being used but are not
17 paved surfaces and are maintained by Elephant Butte Irrigation District (EBID) as their
18 maintenance roads.

19 20 **C. Park Impact Fee (Action) – Sonya Delgado**

21
22 Ms. Delgado informed the Board the Capital Improvement Advisory Committee (CIAC)
23 approved the Park Impact Fee (PIF) as it stands at \$2,600.00. She said the CIAC has
24 the authority to approve the fee, which is their role, and the Parks and Recreation
25 Advisory Board's role is to give recommendations to the Parks and Recreation's
26 Master Plan; this is how the two things are split. Ms. Delgado reviewed a power point
27 presentation with the Board to give them the history on Park Impact Fees, what they
28 are used for, and reasons for updating. Ms. Delgado said City Council must take
29 action on the CIAC's recommendation by June 30, 2019. She said this is on schedule
30 to be on the second meeting in June. Ms. Delgado said the CIAC's recommendation is
31 brought to the Parks and Recreation Advisory Board for their backing.

32
33 Ms. Schuller asked for clarification on the building code and the regulation, that it is in
34 the plan. Ms. Delgado said the fee is done thru resolution that has an attachment,
35 because it is not in the code. Code will be something that will be moving forward and
36 will take longer to develop and will be in the Parks and Recreation Master Plan.

37
38 Mr. Guzman confirmed that the Park Impact Fee is staying the same, it wasn't raised.
39 Ms. Delgado concurred. Mr. Guzman asked what the Board's purpose is on the Park
40 Impact Fee. Ms. Delgado said the Board's purpose is to move it forward.

41
42 Mr. Montgomery asked if action by the Board would be to add comments to CIAC's
43 proposal as they set forth. Ms. Delgado concurred. Mr. Montgomery asked if there is
44 any direction that can be provided as to the decision-making process that CIAC went
45 thru to come to not changing the fees and keeping them as they are. Ms. Delgado said
46 the process was similar as to the process the Board is going thru with the Parks and

1 Recreation Master Plan process, reviewing the draft and providing comments.
2 Comments on the PIF came from developers, contractors, homebuyers, which were
3 incorporated and how adjustments were made that changed the fee.
4

5 Mr. Montgomery asked if an invitation was extended to the Executive Director of the
6 Home Builder's Association to attend this meeting. Ms. Delgado said she did call, and
7 there was a lot of participation from individuals at the CIAC meeting who provided a lot
8 of feedback, and there is an individual at this meeting today.
9

10 Chair Harrison asked with the different builders and the Home Builders Association, if
11 there was discussion on finding a happier medium. Ms. Delgado said when the City of
12 Las Cruces started taking in fees, a fee was created. As it moved forward, that's where
13 consultants came in to play and in looking at the broader picture and the overall, the
14 number was going to be extremely high. Getting individual's input and talking with the
15 different sources, and getting the number down, this was a step in the right direction.
16

17 Ms. Schuller asked what does the city do if acquiring land with water rights – do water
18 rights go to the city or do they stay with the seller to be sold or allocated somewhere
19 else. Ms. Delgado said she doesn't know but could find out.
20

21 Mr. Steve Montanez from the public audience clarified if Ms. Schuller was asking
22 whether or not water rights convey to the city on city purchased land. Ms. Schuller
23 concurred. Mr. Montanez said from his previous experience as a real estate
24 professional, 90% of the time, unless it is on an agricultural or EBID rights, water
25 mineral rights convey to the buyer.
26

27 Mr. Steven Montanez extended his sincere appreciation to Board for their volunteer
28 time and appreciates the Board and staff for what they do. Mr. Montanez was present
29 to share talking points from the CIAC meeting. He said there were three different
30 points that were brought up that a majority of the CIAC agreed on:

- 31 • There is a concern that TischlerBise data is very inaccurate, specifically cost
32 associated with purchasing land and adding improvements. One of the biggest
33 variables as far as neighborhood parks go is land is donated. What the city is
34 reimbursing for is park improvements.
- 35 • The way neighborhood parks are developed is they are developed on land that
36 is donated by the developer with park impact fees that are paid for by the
37 builder and a park improvement reimbursement back to whoever made the
38 park improvements. The end result is a very well built, designed, maintained
39 park. He said this is a very favorable system where a park can be built at
40 roughly 1/3 of the cost of what it would to build a park on its own. The system
41 that is in place is very favorable to everybody concerned.
- 42 • With a \$3 million surplus of which 90% is accounted for – looking at projected
43 amount of homes to be constructed in the next five years, another \$3 million
44 dollars will be acquired for another seven or eight projects. He said they are
45 comfortable leaving the system in place as is – developers are donating land,
46 builders are paying \$2,600 impact fee, parks are being built.

1 Mr. Montanez said he personally thinks this is a win, win for all involved. He said he
2 understands TischlerBise will continue to consult but there are other sources out there
3 and he would recommend city start looking at other sources, more local sources for
4 accurate costs. Mr. Montanez said he is a very safe professional and his organization
5 could give a more accurate cost for an acre of land and would be happy to get the city
6 in the right direction.

7
8 Mr. Montgomery moved to accept the \$2,600 park impact fee as recommended by the
9 CIAC, seconded by Ms. Schuller. Motion carried unanimously.

10
11
12 Ms. Schuller moved to open the floor to public comment, seconded by Mr.
13 Montgomery. Motion carried unanimously.

14
15 Mr. Harrison reiterated public comment is limited to three minutes.

16
17 Dr. Isobel Klein Hernandez expressed the neighborhood, herself in particular, were
18 concerned with the changes being made to the Pioneer Park master plan and didn't
19 feel they had a real grasp of the extend of the changes. Dr. Hernandez said she took it
20 upon herself to measure the usage of the park. She said she made 24 visits to the park
21 between March 23rd and May 15th, at various times between 9:15 am and 6 pm. She
22 noted the time of day, the temperature, the number of adults in the park, the number of
23 children in the park, and the usage of the playground equipment. She left her data
24 results with Ms. Delgado. Questions she been asked to address:

- 25 • Moving playground equipment and buying new playground equipment to a
26 different part of the park? In all her observations, there were no children in the
27 park.
- 28 • Design of new gazebo?

29 Ms. Delgado said the Pioneer Park master plan that is about to be completed will
30 answer all these questions. She said there was a lot of public input. The neighborhood
31 association went to their Councilor and it came to Parks and Recreation to put together
32 a master plan because the neighborhood wanted to see some improvements,
33 replacement of equipment, and help with the gazebo. Ms. Delgado said the association
34 went to state legislature to get funds for the master plan process. Three large input
35 meetings have been held and Ms. Delgado said she will be happy to take Dr.
36 Hernandez' information. Ms. Delgado said she could set up a meeting with Dr.
37 Hernandez or if the Board would like, can make this an agenda item. Ms. Delgado said
38 she is not sure where in the process the master plan is but will make sure to invite Dr.
39 Hernandez to the meeting. Dr. Hernandez left a series of questions she would like
40 answered with Ms. Delgado. Ms. Nevarez noted Dr. Hernandez' email address. Dr.
41 Hernandez said she will be out of town May 26 and back mid-June.

42
43 **D. Parks and Recreation Master Plan (Action) – Sonya Delgado**

44
45 [Note: This item was tabled under III. Approval of Agenda.](#)

1 **VII. New Business**

2
3 **A. Youth Board By-Law Amendment (Action) – Robert Nunez**

4
5 Mr. Nunez provided the Board with the section of by-laws which lists term of Youth
6 Board members. Mr. Nunez said Youth board is looking to expand term limit from a
7 single year to at least two years, with alternating years, even and odd years, to have
8 consistency of at least half of the Board present the following year when new Board
9 members come on board.

10
11 Ms. Schuller asked what the process is to get on the odd and even terms when
12 bringing in new slate of students. Mr. Nunez responded the returning members being
13 in the even year with new members coming in the odd year.

14
15 Mr. Montgomery asked if shrinking the number of members on the board up for
16 discussion. Mr. Nunez said it has been discussed that if there are sixteen Board
17 members, possibly saying a minimum of twelve members need to be present for
18 meetings with a quorum being six. He said he isn't sure this is something that could be
19 done. Mr. Nunez said the number determined to make this Youth board was
20 determined from what other cities similar in size to us had, as well as looking at the
21 number of council districts in Las Cruces and adding in the at-large members.

22
23 Ms. Schuller asked what constitutes the at-large members. Mr. Nunez said thru the
24 application process, the at-large were chosen by the committee, ranked thru the
25 interview process. Ms. Schuller suggested returning members would elevate to
26 directors at-larges and could be more in the advisory position and drop the group down
27 to 12 with quorum of six. Ms. Delgado said this is a great point but one of the reasons
28 for having a large pool was because we wanted to engage youth in our community to
29 find out how to make things better, and didn't want to go to just the main schools for
30 the board but incorporated the private and charter schools and this is why the Board
31 grew. Some schools represent the district, but the other schools are at-large. The next
32 question was which school is in and which school is out and what would be
33 justification. Ms. Delgado said if we can figure out how to be creative with working with
34 such a large Board and making sure they have ownership, engage, and participate.
35 Ms. Delgado asked the Parks and Recreation Advisory Board members for any
36 creative ideas they have because it is not just about a certain school or a certain area,
37 but to reach out to everyone if possible.

38
39 Ms. McClure asked if the Youth board has been asked what the hurdles are in meeting
40 attendance. Mr. Nunez said one member obtained a job and wasn't able to schedule
41 between the job, school, and the evening meeting. Another member was involved with
42 athletics. Mr. Nunez said some of these members are involved in quite a few of other
43 activities.

44
45 Ms. Schuller suggested in application process, to name alternates for when active
46 Board members have specified absences.

1 Chair Harrison asked what action is being asked for at this time. Mr. Nunez responded
2 the action is for the two year with the odd and even year rotation. Ms. Delgado said all
3 comments just given could be incorporated, approving with caveat to look into these
4 other items and having Mr. Nunez come back at next meeting with an update that
5 these things were done.

6
7 Ms. Schuller moved to accept Article 3 under participation, number 2, as presented
8 under the Youth Board By-laws, seconded by Mr. Montgomery. Chair Harrison read
9 out loud Article 3, number 2. Motion carried unanimously.

10
11 **B. Las Cruces Public School Agreement (Informational) – Sonya**
12 **Delgado**

13
14 Board members were provided with a copy of the Las Cruces Public School (LCPS)
15 Agreement (draft form) and a copy of the Field of Dreams complex map. Ms. Delgado
16 said this agreement is to utilize fields one thru five on the map and ask for an extended
17 lease for the Parks and Recreation soccer program. She said if she can get the
18 extended lease, she can use capital dollars to help improve the fields. Ms. Delgado
19 said LCPS was agreeable to her idea. She said this agreement would give the
20 delineation of who takes care of what, the city on this side, public schools on that side.
21 She said Tashiro is going to be widened this fall, some right of way would need to be
22 acquired which would encroach on fields 11 and 12. Ms. Delgado said it is good move
23 to get out of that way because once the road is widened, it will get close to those fields
24 and might even run into the field. Ms. Delgado said this agreement is asking for fields
25 one thru five. As part of this plan, the park that is north of the football stadium belongs
26 to City. Ms. Delgado said she would look into trying to purchase the land that is north of
27 that park to create more open space.

28
29 Ms. Delgado reviewed with the Board specifics of the draft agreement and attachments
30 and asked the Board to review the agreements, going thru Chair or Vice-Chair with
31 any questions for her, and any adjustments can be made when she brings the
32 agreement back to the Board for action.

33
34 Mr. Montgomery asked where the wells are located on map that are mentioned in
35 Attachment A, page 3. Mr. Granillo pointed out the wells to Mr. Montgomery. Mr.
36 Montgomery asked if the wells are owned by LCPS. Mr. Granillo said variances are
37 put in to irrigate at certain times of the year and the schools don't follow any variances.
38 He said it is City water but the schools have more control of the wells. Ms. Delgado
39 said one thing that needs to get done is to get a water meter because it needs to be
40 split out. She said right now, Parks and Recreation gets and pays the water bill.

41
42 Ms. Schuller said it might be wise to put us signage to show what property is
43 maintained by City and what property is maintained by LCPS. Ms. Delgado said this
44 will be done if and when the property becomes City property.

1 Ms. Schuller asked what would be the ideal lease term, or will it be as far as legal will
2 allow. Ms. Delgado said as far as legal will allow. She added that be getting a long
3 term lease, it also stops the possibilities of LCPS flipping fields with us.

4
5 Chair Harrison asked if there are any LCPS baseball games played at Paz or Apodaca
6 fields anymore. Ms. Delgado said only in emergency or LCPS is having issues with
7 their fields.

8
9 Chair Harrison asked where LCPS plays most of their tennis games. Ms. Delgado
10 reported they play at Lion's tennis courts.

11
12 Chair Harrison asked if the high schools swim at NMSU. Ms. Delgado said there is
13 one high school swim team and they swim at Frenger pool and NMSU.

14 15 **VIII. Staff Member Comments**

16
17 Mr. Nunez reported out of school time programs are gearing down from after school
18 and gearing up for summer day camps. There are over 320 participants participating
19 in day camps from kinder thru teenagers at five locations, beginning June 1st. Las
20 Cruces Public School and City facilities will be utilized.

21
22 Mr. Nunez informed the Board over 26 tons of trash was collected from KLCB's Great
23 American Clean up held in April compared to the 16 tons collected in 2018.

24
25 Mr. Granillo reported parks and athletic field staff are currently on their full maintenance
26 schedules. For medians, right of ways, and alleyways (Clean Sweep), staff are hitting
27 their targets with applications of herbicide, weed removal, litter removal and dumping
28 removal. Construction staff is currently helping Ms. Mathews with construction at Calle
29 Abuelo Park.

30
31 Mr. Granillo reported Young Park pond is about ready to be reopened, fencing will be
32 removed, and pond will be re-stock end of May, first week of June. Mr. Granillo said
33 Councilor Vasquez may want to hold an event at Young Park pond and staff is in early
34 stages of speaking with him. Mr. Granillo said staff has supported several events in the
35 parks, especially at Young Park.

36
37 Mr. Granillo reported construction staff has installed the kneeling soldier at the Korean
38 monument at Veteran's Park. Staff is also working with Ms. Mathews with repair of
39 Women's Memorial at Veteran's Park.

40
41 Mr. Granillo reported only area needing improvement is weedsare starting to develop
42 but staff is doing good job of taking care of it.

43
44 Ms. Mathews said she would like to mention a few more projects related to water
45 conservation happening this summer. In cooperation with Utilities, Parks and
46 Recreation sought a couple of grants. The first was a water smart small program grant

1 received to install a centralized control system for irrigation which allows for better
2 management of irrigation water, and more control over potentials for leaks, and for on
3 and off, and for making sure we are not watering when it is raining or when it has
4 recently rained. The other grant received from the Youth Conservation Corp Program,
5 and staff is in the process of hiring 18 youth to learn about conducting irrigation audits.
6 The irrigation audits will start June 3 so we will have audit information from the
7 summer. This grant will be applied for again next year to be able to conduct another
8 audit to show the improvement that our investment has made. Ms. Mathews said this is
9 a quality kind of partnership to make sure we are getting some value for our dollars.

10
11 Ms. Delgado informed Board members they will be getting Chapter Three for the Parks
12 and Recreation Master Plan and chapters Four and Five will closely follow. Ms.
13 Delgado requested any comments Board members have be sent thru Chair and Vice-
14 Chair so she can report them to the consultant.

15
16 Ms. Delgado informed Board the Integrated Pest Management (IPM) Policy will be
17 going back to Council May 20. She said staff will possibly ask Council to table
18 indefinitely so because instruction has been given to include the Public Works
19 Department, which includes streets, sidewalks, facilities and Codes. All of their
20 information will need to be included in IPM and needs to be completed by the fall
21 season. The revised policy will be brought before the Board.

22
23 Ms. Delgado reported the budget and CIP program will be going to Council for adoption
24 May 20. Ms. Delgado will report what Parks and Recreation's budget will be for the
25 following fiscal year and provide a list of what the CIP projects are at next Board
26 meeting.

27
28 Ms. Delgado reported updated information received with City Council from Go Bond
29 Project Manager. The two building structures moving forward with requests for
30 proposals are the animal shelter and the fire station. This will be followed by the East
31 Mesa Sports Complex, and then move forward on the other projects. As these projects
32 get closer, they will be brought to the Board. Ms. Delgado said with every request for
33 proposal that goes out with regards to Go Bond, public input will be sought.

34
35 Ms. Vasconcellos said the next Team Up to Clean Up date is coming up in June.

36
37 **IX. Board Member Comments**

38
39 Mr. Montgomery asked if the application for the Youth Board is on-line. Response was
40 yes.

41
42 Mr. Montgomery said he participated in signing up his children for the summer
43 recreation program and reported the on-line process didn't quite work out and so he
44 came into the office which was a more fluid process.

1 Ms. Zahler said she doesn't want the Board to forget about the War Dogs and she will
2 be meeting with Ms. Delgado next week. She said a plaque will be needed for the war
3 dog and one for the service dog. A letter will also be needed to send to all the state
4 representatives. Ms. Zahler recommended the plaques be put on agenda for next
5 meeting and the following meeting for review and send out action letter the next month.

6
7 Ms. Zahler would like the dog park put on agenda for next meeting. She said she was
8 informed there are dogs that are not well behaved and there is no one supervision.
9 She also said how do we know dogs there have all their rabie shots.

10
11 Chair Harrison informed Board to make sure to let him or Vice-Chair of any items they
12 want on the agenda. He also informed Board to let him know if they would like to meet
13 at other park facilities in their district.

14
15 **X. Adjournment**

16
17 Mr. Montgomery moved to adjourn meeting, seconded by Ms. McClure. Motion carried
18 unanimously. Meeting adjourned at 7:42 p.m.

19
20
21
22
23 _____
Hazel Nevarez, Recording Secretary

Robert Harrison, Chair