



# AGENDA

PARKS AND RECREATION  
ADVISORY COMMITTEE  
DECEMBER 21, 2021  
ATTEND VIRTUALLY

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## SPECIAL PROCEDURES FOR PARKS AND RECREATION ADVISORY COMMITTEE MEETING

Attendance: In response to the risks identified in the State's declaration of a Public Health Emergency and the Mayor's Proclamation of Emergency and the emergency orders issued to reduce those health risks, the Governing Body meeting will be conducted virtually.

Viewing: Members of the public may join the Zoom meeting by internet or phone, as follows:

Internet: To join the Zoom meeting on the internet using a computer, laptop, smartphone, or tablet, use the following link: <https://santafenm-gov.zoom.us/j/84654892868?pwd=WkR3eIFLem1oL3NvTHV1UWo1KzRDZz09>

**Meeting ID: 846 5489 2868**

**Passcode: 264644**

Attendees should use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: 1 (346) 248-7799 - Passcode: 264644**

Phone attendees should press \*9 to use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

The agenda and packet for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES**
  - a. April 20, 2021
  - b. September 21, 2021



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4. **NEW BUSINESS**

- a. New Staff Introductions—Jason Sharp, Park Ranger & Scott Overlie, Project Administrator
- b. Capital Improvement Projects Inventory
- c. Parks Master Plan Adoptions and Needs Assessment Update

5. **PARKS DIVISION UPDATE**

- a. NYE Plaza Event
- b. TreeSmart SF—Update
- c. MRC—Soccer Valley Lighting Project Update—Spring 2023
- d. National Fitness Campaign—Spring 2023 Ribbon Cutting.
- e. Tennis Court Reconstruction/Resurfacing
- f. Ragel Slide Repair/Replacement
- g. New Golf Carts at Marty Sanchez Links

6. **MUNICIPAL TREE BOARD-Subcommittee Report**

7. **PUBLIC COMMENTS**

8. **COMMISSIONER COMMENTS**

9. **NEXT MEETING: Tuesday, March 15, 2022**

10. **ADJOURN**



## **Parks and Recreation Advisory Commission (PARC) Agenda**

<https://santafenm-gov.zoom.us/j/95060393209?pwd=NEVkkK21IVFQvR3BkdjIHL2IRc0poZz09>

Meeting ID: 950 6039 3209

Passcode: 895101

**Tuesday, April 20, 2021**

**5:30 pm to 6:30 pm**

- 1) Call to Order
- 2) Roll Call Approval of Agenda
- 3) Review and Approval of the Minutes from- Tuesday, February 18, 2020
- 4) Parks Division Update
  - A. Re-organization of the Parks Division into Public Works Department
  - B. Dog Park update- Frank Ortiz Dog Park Clean up scheduled for May 8<sup>th</sup> at 9 am
  - C. TreeSmart SF – Arbor Day Planting Celebration, April 30<sup>th</sup>, 4 pm at Ranchos del Sol Park (Monte Azul Place)
  - D. Ron Shirley Park (Alto Park, Councilor Joanne Coppler)- June 4<sup>th</sup>, 11 am – 1pm
- 5) New Business
  - A) Goals and Objectives of the PARC committee
  - B) Update on Capital Improvement Projects for Fiscal Year 2022
  - C) Grant Award from the National Fitness Campaign to install Fitness Courts at five City parks. The parks are SWAN, Railyard, Salvador Perez, Alto and Ashbaugh. The City will provide a funding match for construction and installation costs.
- 6) Public Comments:
- 7) Commissioner Comments
- 8) Committee Reports/Golf – Subcommittee/ Municipal Tree Board
- 9) Confirm date, time and location for the next meeting
- 10) Adjournment

Agenda Action Sheet for April 20, 2021

Item	Action	notes
Call to Order	Victoria Bruneni	Confirmed at 5:35 pm
Roll Call	Quorum Motion: Victoria Bruneni Second: Patricia Cardona	Vitoria Bruneni, Patricia Cardona Lisa Glickman McDonough, Katherine O'Brien, Jeremy Perea David Sidebottom, Thomas Reiland, Peggy Vaquez, Joseph Cosby
Approval of the Agenda	Victoria Bruneni moved to approved the agenda with Patricia Cardona seconding	
Approval of Minutes	passed by voice vote Motion: Victoria Bruneni Second: Katherine O'Brien	Tuesday, February 18, 2020
Parks Update	Discussion	
New Business	Discussion A) Goals and Objectives of the PARC committee B) Update on Capital Improvement Projects for Fiscal Year 2022 C) Grant Award from the National Fitness Campaign to install Fitness Courts at five City parks. The parks are SWAN, Railyard, Salvador Perez, Alto and Ashbaugh.	PARC agreed to quarterly schedules for meetings and to review goals and objectives in the post pandemic reopening.
Committee Reports	Municipal Tree Board	Katherine O'Brien
Next meeting date: 8-17-21, 5:30 pm	Confirmed	
Adjourn	Approve Motion: Victoria Bruneni Second: Katherine O'Brien	

With business conducted, the PARC adjourned at 6:30 pm.

Signatures:

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Victoria Bruneni, Chair

*Melissa McDonald*

7-1-21

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Melissa A. McDonald  
City of Santa Fe Staff



# MINUTES

PARKS AND RECREATION  
ADVISORY COMMITTEE  
SEPTEMBER 21, 2021  
ATTEND VIRTUALLY

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1. **CALL TO ORDER**

Meeting started at 5:36pm. Thomas Reiland called the meeting to order.

2. **ROLL CALL**

**Members Present:**

Chair Victoria Bruneni  
Member Patricia Cardona  
Member David Sidebottom  
Member Thomas (TJ) Reiland  
Voting Member Katherine O'Brien

**Members Excused:**

Voting Member Peggy Vasquez

**Others Attending:**

Melissa McDonald, Parks Division Director  
Jessica Pfeifer, Administrative Manager

Other Attendees:

Athena Beshur, Seeds of Wisdom and Co-Leader of Santa Fe Tree Inventory Project  
Becky Touchett, Co-Leader Santa Fe Tree Inventory Project  
Tim Rogers, Santa Fe Conservation Trust

3. **APPROVAL OF AGENDA**

4. **APPROVAL OF MINUTES**

- a. April 20, 2021 Minutes

Not all committee members were able to review the minutes. It was proposed to approve the minutes at the next scheduled meeting.

5. **INTRODUCTIONS**

Athena Beshur and Becky Touchett

6. **PARKS DIVISION UPDATE**

a. Parks Division MRC/Golf Course—New Hires/Reopening Status

Melissa McDonald discussed the new positions for the Parks Division:  
Jessica Pfeifer, Administrative Manager  
Park Ranger starting October 1<sup>st</sup>.  
Project Administrator starting soon.  
Administrative Assistant starting soon.  
Finishing interviews with Golf Course Manager.

b. National Fitness Campaign at SWAN Park—Approved

Melissa McDonald reported on the progress at SWAN Park:  
The concrete slab has been poured. Once the concrete has cured, then the fitness equipment will be installed.

c. Dawson Park Completion

Melissa McDonald reported on Dawson Park:  
This is a little Pocket Park on Calle Nueva. The neighborhood had been wanting playground equipment and shade structures. After four years, this has been accomplished.

d. Special Events in the Parks

Melissa McDonald reported:  
For the first time being held at Ft. Marcy Park, the Wine & Chile Tasting Festival.  
Zozobra event went well.  
Tree Initiative in partnership with TreeSmart Santa Fe.  
Tree planting event at Martin Luther King Park.  
Assessment of Trees at Harvey Cornell Park, on Oct. 7<sup>th</sup>.  
Oct. 23<sup>rd</sup>, Tree planting at Parque del Rio.

## 7. NEW BUSINESS

a. Goals and Objectives of the PARC Committee

There was no discussion.

b. Nomination of New Committee Member



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Melissa McDonald reported:

The committee would need to solicit new members to join. Melissa would get clarification on the process. Recommendations or nominations would be put forward to the Mayor.

Melissa recommended that the committee discuss and set their goals and objectives.

c. Safe Routes to Schools Report—Tim Rogers, Santa Fe Conservation Trust

Tim Rogers from the Santa Fe Conservation Trust presented the Safe Routes to Schools report:

The Santa Fe Conservation Trust has had a contract with the City and has worked with Parks previously on trail maintenance.

Safe Routes to School Program, a federally funded Grant through the NM Department of Transportation (NMDOT). The Santa Fe Conservation Trust was awarded the contract and is working with the Santa Fe Public Schools District.

The program's purpose is to encourage kids to walk and bike to school. Provides education, improvements to infrastructure, and enforcement of safety.

d. Municipal Tree Board Report—Melissa McDonald, Acting Parks Division Director

Katherine O'Brien reported:

There are four members currently, and they need one more member. If anyone has any recommendations to send to her or Melissa.

Before Covid, the board was active in community affairs and events. Their focus is taking care of trees in Santa Fe City Parks and working with maintenance crews.

Currently, they are meeting remotely and are not as active. They are discussing where to go from here during Covid.

e. TreeSmart SF Inventory Report Update—Athena Beshur

A Presentation was given by Athena Beshur and Becky Touchett.

f. Capital Improvement Projects for Fiscal Year 2022



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- Melissa McDonald, Acting Parks Division Director*
- o *Tennis/Pickle Ball Court Resurfacing*
  - o *Play Equipment Upgrades*
  - o *Bicentennial Pool*
  - o *SWAN Park—Phase Two Projects*
  - o *Railyard Park Update*

Melissa McDonald reported:

Tennis/Pickle Ball Court Resurfacing, Ft. Marcy has been completed.

Play equipment upgrades for Ragel Park, and play equipment for the younger kids.

Bicentennial Pool, City Council has approved to fix/repair the pool. There are plans to add another pool to the south side in a few years after funding has been secured.

SWAN Park, fitness equipment to be installed. Road project for Phase II. Looking at adding a splash pad in the preliminary stages.

Railyard Park, working with the stewards to get contract/money for irrigation repairs.

Other projects needing funding: updating lighting, irrigation, and maintenance.

## 8. COMMISSIONER COMMENTS

There were no comments.

## 9. PUBLIC COMMENTS

Tim Rogers made a comment about the access to trails, specifically at SWAN Park.

## 10. NEXT MEETING: December 21 2021

Melissa McDonald stated:

Next meeting can be a Zoom meeting or in person. This can be decided closer to the meeting date.

## 11. ADJOURN

Meeting adjourned at 7:08pm.



City of Santa Fe

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\_\_\_\_\_  
Liaison

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Chair