



City of Las Cruces
MOUNTAINS OF OPPORTUNITY

Parks and Recreation Advisory Board Agenda

PARKS AND RECREATION ADVISORY BOARD MEETING
WILL BE HELD ON JULY 18, 2019 AT 6:00 P.M.
PARKS AND RECREATION ADMINISTRATION OFFICE, 1501 E. HADLEY

1. Introductions

- 1.1. Parks & Recreation Advisory Board Members
- 1.2. Parks & 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

- 4.1. Parks and Recreation Advisory Board Meeting Minutes for June 20, 2019

Documents:

[PRAB 06202019.PDF](#)

5. Public Participation

6. Action Items

- 6.1. Friends of the Organ Mountains Agreement - Robert Nunez

Documents:

[7.12.19 MOA CLC.FOMDP \(002\).PDF](#)

- 6.2. Youth Board By-Laws - Robert Nunez

Documents:

[7.18.2019 PRYB BYLAWS.PDF](#)

- 6.3. Letter of Support for the Southwest Loop Trail Project HEAL Grant From Paso del Norte Health Foundation - Sonya Delgado

Documents:

[PARKS AND RECREATION ADVISORY BOARD LETTER OF SUPPORT.DOCX.PDF](#)

6.4. NRPA Conference / Baltimore, MD September 24-26, 2019 - Sonya Delgado

7. Discussion Items

7.1. Go Bond Update - Cathy Mathews

8. Staff Member Comments

9. Board Member Comments

10. Adjournment

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Posted: July 12, 2019

PARKS AND RECREATION ADVISORY BOARD MEETING
June 20, 2019

1 The Parks and Recreation Advisory Board Meeting was held on June 20, 2019 at the
2 Parks and Recreation Conference Room, 1501 E. Hadley, Las Cruces, NM.

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

5 Robert Harrison
6 Maryln Zahler
7 Stan Engle
8 Megan Schuller

9
10 **PARKS & RECREATION ADVISORY BOARD MEMBERS ABSENT:**

11 Cassie McClure
12 Eric Montgomery
13 Eli Guzman

14
15 **OTHERS PRESENT:**

16 Hazel Nevarez, Senior Office Manager & Recorder
17 Sonya Delgado, Director of Parks & Recreation
18 Robert Nunez, Recreation Services Administrator
19 Franco Granillo, Park Administrator
20 Cathy Mathews, Landscape Architect
21 Marina Montoya, Administrative Assistant
22 Greg Shervanick, Public
23 Robert Cruise, Alameda Depot Neighborhood Assoc. (ADNA), President
24 Jeff Anderson, ADNA
25 La Maia Vaughn, ADNA, Treasurer
26 Gordon MacDonald, ZiaVelo Cycling
27 Kevin Armstrong, Las Cruces Dog Park Coalition
28 Dan Carter, Southern NM Trail Alliance
29 Matt Mason, Monumental Loop
30 Phil Simpson, Southern NM Trail Alliance
31 George Pearson, ADNA, Velo Cruces
32 Ron Gagman, ADNA

33
34 The meeting was called to order at 6:03 p.m. by Chair Harrison and recognized as having
35 a legal quorum.

36
37 **1. Introductions**

38
39 Board members introduced themselves and stated the district they represent. Staff
40 introduced themselves and stated their position.

1 **2. Conflict of Interest**

2
3 There was no conflict of interest.

4
5 **3. Approval of Agenda**

6
7 Mr. Engle moved to approve agenda as is, seconded by Ms. Schuller. Motion carried
8 unanimously.

9
10 **4. Approval of Minutes**

11
12 Mr. Zahler moved to approve the meeting minutes of May 16, 2019 as presented,
13 seconded by Ms. Schuller. Motion carried unanimously.

14
15 **5. Public Comment**

16
17 **Philip Simpson**, Director of the Southern New Mexico Trail Alliance and on the Las
18 Cruces Sustainability Committee:

19
20 Mr. Simpson said one of the issues that has come to the attention of the local biking
21 community is the city plans to do paving of ditches, arroyos, drains and canals that run
22 through the city and there are a lot who fee that those should not be paved; it is fine to
23 bring them up to ADA standards with permeable surfaces. They feel paving takes away
24 from the natural experience one gets from riding bikes over the ditch banks under the
25 shade of the trees from people’s back yards. They feel they should be treated as linear
26 parks. Mr. Simpson said this is his perspective.

27
28 **Dan Carter**, President of Southern New Mexico Trail Alliance:

29
30 Mr. Carter added to what Mr. Simpson discussed, to clarify on a document the he and
31 Andrew committed to Parks and Recreation a while back, a tiered approach on how
32 funds should be used to improve some of the trails and ditches, with paving as a last
33 resort being mentioned. He said they are not promoting paving but understand in some
34 situations, this might be the only option but would prefer, especially on ditches, to using
35 other surfaces such as stabilized soil or an aggregate type material that would be ADA
36 compliant. He asked that Parks and Recreation, the City, research these methods. He
37 said Rails to Trails organization has done a lot of research using natural surfaces that
38 are ADA compliant, and to consider those when looking at improving any trail surface.
39 Mr. Carter also left some maps with some areas that through the Trail Summit and other
40 research, have identified some areas to look into for future trails, open space and park
41 development. He said with the change in state government, there are some great
42 opportunities to lease some state land. Mr. Carter said he could be contacted by email.

43
44 **Matt Mason**, Monumental Loop (Mr. Mason said this is not a real organization, is just
45 him):

1 Mr. Mason said he has been leading bike rides on ditches, from downtown to the
2 monument, on a regular basis every Thursday for the last couple of years. He said he is
3 realizing the ditches are extensions of the monuments that reach into town. The ditches
4 allow people to access something like the monument and actually the monument itself,
5 a direct path of nature, no traffic, through town, that most people don't know about. He
6 said before moving forward with paving, remember nature - an unbroken green space in
7 town is a rare thing Las Cruces has which sets us apart from other towns that have paved
8 everything. Mr. Mason said a richer experience comes from an unpaved path that people
9 seem to find valuable. Mr. Mason said it is a couple of miles to get to the Dona Anas or
10 to Picacho Peak and can be reached mostly in the dirt. Mr. Mason said most youth in
11 town don't have access to dirt and if they don't have access to natural spaces, they are
12 not going to form a relationship with to the earth.

13
14 Chair Harrison reminded Board members they can put this topic on next meeting's
15 agenda for further discussion if they wish and asked Ms. Delgado if there are upcoming
16 things related to this that maybe this should be added to agenda. Ms. Delgado said this
17 is part of the Go Bond project and as items come up, they will be brought before the
18 Board.

19
20 Ms. Zahler moved to accept comments made and to add lateral trails and surfacing of to
21 the July 18, 2019 Board meeting agenda. Motion carried unanimously.

22
23 **Robert Cruise**, Alameda Depot Neighborhood Assoc. (ADNA), President:

24
25 Mr. Cruise said he is one of several present who went through the first two work sessions
26 of Sites Southwest to the third session which is what is in the document being presented
27 at this Board meeting regarding Pioneer Women's Park. He said they are here mainly
28 to make sure it is known that Pioneer Women's Park is the first park in the city of Las
29 Cruces, donated by the Women's Improvement Association (WIA), and they want to
30 make sure the historical aspects of the park are maintained. Mr. Cruise said before this
31 goes to City Council, they want to make sure all input which came from the neighborhood
32 has been taken into consideration.

33
34 **Wayne Huber**, ADNA, Vice President:

35
36 Mr. Huber said he has lived in the neighborhood of Pioneer Women's Park for 18 years
37 and is committed to making the park work. He said there was discussion in the last
38 presentation he saw of Pioneer Women's Park of rehabbing the existing gazebo. He said
39 the majority of them did not feel the building was appropriate to be rehabbed. He said
40 they are trying to keep the structure looking historic but want a replacement building that
41 reflects architecturally what has been there for the past 150 years.

42
43 **Lamaia Vaughn**, ADNA, Treasurer:

44
45 Ms. Vaughn, commented on one of the plans for Pioneer Women's Park, the component
46 of widening and redesigning of Reymond Street so events could be held in front of the

1 WIA building. She said the consensus of the neighbors, especially those who live on
2 Reymond Street, they were troubled by the idea of having fiestas, food trucks, and
3 generators outside of their bedroom windows, and there would be an impact on their
4 property values. As a whole neighborhood, they were concerned with how this would
5 impact the quiet, an attribute honored and loved about the park – it gives a piece of
6 sanctuary and quiet and green shade, a place where people can get away from many
7 crowd. If an event venue is made, the very flavor they are trying to enhance in the park
8 is lost. Ms. Vaugh said it would be redundant and a misuse of city funds and tax funds
9 since the plaza has been refurbished to have public events and is only two blocks away.

10
11 Ms. Vaughn said another essential element of the park are the historical trees. Trees
12 carry history with their knots, gnarled limbs and five-foot wide trunks, which carry a
13 message to the next generation who are playing under them and who are visiting the
14 park from the area schools.

15
16 **Jeff Anderson**, community resident:

17
18 Mr. Anderson said he has lived in the community for the last 15 years and has been part
19 of the park for 36 years or more. He said there were three plans submitted by the design
20 company, taking ideas from the community and putting together what they felt the park
21 should look like. He said he didn't think any three of these plans really reflect what the
22 community wanted. He said he felt the presentation of the plans were poorly executed
23 for the community and there should have been two more attempts to get public feedback
24 on what was in the plans. He thinks the plans could be a lot better with more feedback
25 and plans should be sent back to Sites Southwest and have them incorporate what the
26 community wants in the park.

27
28 **George Pearson**, neighbor of the park for more than 30 years.

29
30 Mr. Pearson said he looked at the plan and has some specific comments:

- 31 • Page 6, it says: ...with most of the buildings constructed of adobe that feature
32 the flat or low shed roof styles of Spanish territorial architecture. – Mr. Pearson
33 says this doesn't describe the Alameda Depot historic district, it describes the
34 Mesquite historic district and the wording needs to be changed to reflect their
35 neighborhood.
- 36 • Page 6, it says ...A small boulangerie and crepe shop is located across the
37 street from the southwest corner of the park, ...- Mr. Pearson says this is a
38 residence and is not a shop so this is an inaccurate statement.
- 39 • Page 6, it says ...for many years known as "The Park". – Mr. Pearson has a
40 reproduction of a 1913 postcard where the caption was City Park and he has
41 seen other things where it says City Park and so City Park should be used to
42 describe how it was previously known.
- 43 • Page 8, it says ...The City Council work session will be held at Las Cruces
44 City Hall in the Council Chambers on June 17, 2019. - Mr. Pearson said this
45 was a regular City Council meeting and there was no discussion of this plan
46 at this meeting. He said this is an inaccurate statement and wonders if this

1 Board meeting should be referenced, and he understands this will also be
2 presented to P&Z for them to look at.

- 3 • Page 14, FINAL MASTER PLAN – Mr. Pearson remembers discussion about
4 wi-fi or security cameras as being an aspect of park design and there was no
5 mention of that.
- 6 • Page 21, it says ...The Opinion of Probable Cost below is divided into the
7 Phase 1 through 4. – Mr. Pearson said there are only three phases, so this
8 clearly is a typo.

9 Back to the Reymond Street discussion, Mr. Pearson said this plan was presented
10 differently than he's seen other plans presented. This plan showed the public process
11 with the first three conceptual plans and the final recommended plan at the end. He said
12 other plans he's seen; the final plan is presented, and public process is described as an
13 appendix. Mr. Pearson said this is causing confusion with the neighborhood with what
14 is actually intended for the final plan. He said it would be good there be a clear statement
15 the final plan does not include the Reymond Street that was part of one of the concepts.
16

17 **Kevin Armstrong**, President of Las Cruces Dog Park Coalition:
18

19 Mr. Armstrong said the Las Cruces Dog Park Coalition was asked to express a
20 preference for one of the two sites, Burn Lake or Legends West, for a Dog Park. Mr.
21 Armstrong said he sent out a letter, and there was not a whole lot of response. He said
22 it was equally divided between people who were indifferent, or they just didn't feel
23 comfortable expressing an opinion. He said there is a three or four more people, like 12
24 to 8, for Burn Lake. Mr. Armstrong says he agrees with the people preferring Burn Lake,
25 more room with less crowding, more isolated, more pleasant, and could help add to the
26 soccer draw. He said his personal preference would be Burn Lake.
27

28 **Jeff Anderson**, ADNA:
29

30 Mr. Anderson mentioned Site Southwest design does not include a final design for the
31 gazebo, it is only the landscape.
32

33 **6. Action Items**

34 **6.1 Parks and Recreation Master Plan (Old Business) – Halff Assoc. - Mr. 35 Martin Laws, AICP and Ms. Jill Amezcua, PLA, ASLA – by conference call** 36 37

38 Before beginning the Parks and Recreation Master Plan presentation, Mr. Laws asked
39 the Board to write down the slide number and question, and questions would be
40 addressed at the end of the presentation.
41

42 Mr. Laws thanked Ms. Sonya Delgado for assisting with the PRMP document.
43

44 A PowerPoint presentation summarizing the final document of the PRMP was presented
45 to the Board by Mr. Laws and Ms. Amezcua of Halff Associates, giving them an overview
46 of the final three chapters (3-5) of the PRMP, as Chapters 1 and 2 had been presented

1 to the Board at previous Board meetings. A copy of the PowerPoint presentation was
2 provided to the Board.

3
4 Ms. Delgado thanked Halff Associates and City staff for all the work put into the PRMP.

5
6 Ms. Zahler concurred with Ms. Delgado.

7
8 Ms. Schuller asked what the timeline is to come back and look at improvements prior to
9 five years. Ms. Delgado said with PEAK Performance tied to the Parks and Recreation
10 budget, all goals will be visited every year and the PRMP will be used as a tool to help
11 with PEAK goals and tying it to the budget, not only to the regular operational budget but
12 also to the Capital Improvement Program (CIP) budget.

13
14 Ms. Zahler said the one thing she did not see was a budget. Ms. Delgado said the PRMP
15 is just a plan as to where Parks and Recreation is headed. In some of the instances
16 where the goals are done and budget is talked about, those things will come up every
17 year through the budget cycle and the CIP. Ms. Delgado said Parks and Recreation also
18 has to find another funding source, grants or other organizations to partner with us.

19
20 Ms. Zahler asked if the Board could go out and solicit partnerships. Ms. Delgado said
21 this is one of Parks and Receptions next steps.

22
23 Mr. Engle said one of the recommendations was divorcing Parks and Recreation from
24 Rights of Way (ROW), would this be good as freeing staff would cause budget to shrink.
25 Ms. Delgado said there isn't a lot of staff to do ROW, so Parks would be ok if they didn't
26 have ROW. Mr. Granillo said Parks would benefit from having staff freed to put in other
27 areas. Mr. Engle asked what department would take this over. Mr. Granillo said it would
28 go back to Streets or Traffic.

29
30 Ms. Zahler said regarding trails, it mentioned how far trails are, but it didn't mention if
31 they are easy, medium, or difficult. Ms. Delgado said there is an active transportation
32 plan that outlines this more specifically and the plan refers to it.

33
34 Mr. Engle asked if this would also include what type of surface trails are. Ms. Delgado
35 said an extensive wayfinding will be part of the process.

36
37 Chair Harrison noted signage was scored low.

38
39 Ms. Zahler asked if service dogs or pets are brought to trails, would there be wastes
40 bags. Ms. Delgado said yes.

41
42 Chair Harrison asked with the 97 recommendations, how would they be prioritized. Ms.
43 Delgado said this looked at every year, as go through the Go Bond and through PEAK
44 Performance.

45

1 Mr. Engle moved to recommend Chapters One through Five as written for the Parks and
2 Recreation Master Plan, seconded by Ms. Zahler. Motion carried unanimously.

3
4 Ms. Zahler asked when the Parks and Recreation Master Plan would go before City
5 Council. Ms. Delgado responded July 1, 2019.

6
7 In questioning with the PRMP, Chair Harrison asked if Pioneer Park was going to be
8 seen as a Civic Park, as an extension with the Plaza. Ms. Delgado said when talking
9 about a civic space, a civic park, it is in area very much like a plaza where a community
10 event would be held, not just an event for a neighborhood. Mr. Huber emphasized
11 Pioneer Women's Park is the correct name for the park.

12 13 **6.2 Pioneer Women's Park Conceptual Master Plan – Cathy Mathews**

14
15 Ms. Cathy Mathews informed the Board the neighbors of Pioneer Women's Park sought
16 and were granted \$33,000 by the State Legislature for the master planning process with
17 the idea to create a master plan that would reflect the desires and wishes of all the
18 neighbors.

19
20 Ms. Mathews presented to the Board a PowerPoint presentation of the Pioneer Women's
21 Park Conceptual Master Plan, reviewing three different concepts and how the final
22 concept was decided upon. A copy of the PowerPoint was also provided to the Board.

23
24 Ms. Mathews said she appreciated hearing the comments brought up during public
25 comment and wanted to address some of the particular concerns brought forward and
26 to be able to address some of those concerns as needed. She said the overall plan and
27 concept from the neighbors was to keep the historic character, to keep the general
28 layout, to keep it as a neighborhood park, keeping the trees, keeping it as a lush oasis,
29 and keeping the connection to the historical WIA building where the idea of the concept
30 of the park came. The plan does propose two different options for the gazebo, one a
31 rehab and one not a rehab, and final decision what could occur as funding becomes
32 available. The gazebo is distinctly and firmly kept as part of the over-all plan. The event
33 street has been eliminated from the plan. Many of the existing trees are being kept in
34 place and augmented with additional trees. The concept is to bring in more trees as well.
35 There are some existing (mulberry) trees that have become hazardous, and from the
36 final meeting, the consensus opinion was decided to remove the trees to eliminate the
37 hazard with the acknowledgement and the commitment to replace the trees. Ms.
38 Mathews addressed Mr. Pearson's careful review of the plan and its inaccuracies and
39 typos and said they would be addressed and corrected. She said she has also noted the
40 order of the plan can be changed so the final plan is more apparent.

41
42 Mr. Engle thanked Ms. Mathews for the presentation. He asked if she could point out
43 where in the plan it discusses the two gazebo options, as he could only find where it
44 mentions the gazebo in phase 1. Ms. Mathews said phase 1 is the rehab cost but there
45 should be in the initial probable cost, a replacement cost, as this was the direction given
46 to the consultant. She said if it's not there, she will make sure it is included.

1
2 Mr. Engle asked if she knew the differential cost. Ms. Mathews said the replacement
3 cost would be three times the rehab cost. She did note to the Board this is a master plan
4 and not a design plan. She said as design and construction funds become available,
5 additional public input will be conducted at that time to make the design decisions about
6 specific materials, specific sizes, specific styles. Right now, the gazebo is to remain the
7 central focus and to include the historic features.

8
9 Ms. Schuller thanked Cathy and addressed the public saying it appears Ms. Mathews
10 addressed the comments brought forward and is on point with the items brought to the
11 Board's attention – gazebo options, the widening of Reymond Street being taken out,
12 and inaccurate information and reorganization of the master plan. Ms. Schuller thanked
13 the public for bringing their concerns forward.

14
15 Ms. Mathews informed the Board she appreciates the opportunity to address concerns
16 because the idea of having misconceptions or ideas where folks feel their input has not
17 been addressed is something she wants to talk about right away because this is what
18 the whole process has been about.

19
20 Ms. Zahler directed a question to Ms. Vaughn regarding the trees, if she included the
21 mulberry trees. Ms. Vaughn said the mulberry trees are the historic trees. Ms. Zahler
22 asked Ms. Mathews what problems they cause at the park. Ms. Mathews said the trees
23 have been identified by a Certified Arborist and the Community Forester as being
24 hazardous to the public. They are experiencing rapid decline, disease, and weakness in
25 their limbs being hazardous to people occupying the space. Among the hazards could
26 be dropping limbs, the entire tree dropping. A lot have outgrown their space. They are
27 growing over the curb that is adjacent to them. In some instances, the soil volume
28 available for those trees is immediately adjacent to the street and forces the roots – the
29 roots grow where water and oxygen are available, if not available the roots do not grow
30 in those instances and could cause them to become unstable. Ms. Mathews said
31 removal of the trees is under the recommendation of a Certified Arborist and Community
32 Forester. Ms. Zahler said once the trees are removed, they die. She said she has a
33 problem with employees who have set mind sets, tunnel vision. She is going to
34 recommend a PhD who works at the University. Ms. Zahler said she read an article by a
35 Russian author regarding a study of trees, and they are finding that trees are living things,
36 they cry, and communicate with each other. Mr. Granillo said the trees have been
37 accessed by an arborist and the Community Forester and are considered hazardous
38 because they are basically saw dust and ready to fall. The City is on the hook for any
39 liability that can happen. Ms. Vaughn said she was one of the people to talk to Ms.
40 Delgado because 95% of the trees were marked with white X's and no notice was given
41 to the neighbors. This is when she called the Mayor, City Manager and Ms. Delgado.
42 She told Ms. Delgado the neighborhood and the people who love those trees should be
43 involved in deciding their future. She said it's one thing to make the park safe, which
44 she totally agree, but she thinks there's a philosophy in our modern culture that trees
45 should look a certain way, they should be young and healthy and beautiful and who
46 defines what beauty is and how do we have any history if all the old marred objects have

1 been cleaned up that talk to us about the past. She said she is really worried about
2 modernizing, cleaning up, and making it more practical for the future generations but in
3 the process losing the very treasures that we have.

4
5 Ms. Schuller asked Ms. Mathews if it would be possible to have the two sources provide
6 research and documentation and references on their findings to help support the
7 decision to remove the trees. She said the research to back up those findings, it would
8 sit easier with the residents of the area why the trees would need to come down.

9
10 Ms. Vaughn said they were also encouraging the city to move forward with the tree
11 ordinance so there would be a standard by which the removal of a tree is approached
12 and there would be a standard by which it was decided whether a tree was dying and
13 beyond the point of living. Ms. Vaughn said her point is the other thing about having
14 enough trees in the park is the oxygen footprint, how much air are they cleaning.

15
16 Ms. Delgado said Parks and Recreation does have a tree policy and the next step is
17 working towards a tree ordinance so the city can become a Tree City USA. Currently,
18 over 300 trees are planted a year in Las Cruces. She said trees are important and yes,
19 the city does have some older trees that are part of our community and part of our history,
20 but the City also has a responsibility and balancing that out is tricky. She said staff will
21 continue to move forward and make the best decisions possible with the information at
22 hand and staff does talk with a lot of individuals in the community.

23
24 Chair Harrison said one of the things he was hoping for is that the members of the
25 neighborhood community of Pioneer Women's Park feel satisfied that at least they are
26 heard. He was interested to find out what the plan was for the original grant of \$33,000.
27 Ms. Mathews said the money was used to pay the consultant to perform this work, to
28 conduct the three workshops, to develop the concepts, and the final concept report.
29 Chair Harrison asked if the neighborhood association did this or the City. Ms. Mathews
30 said the state legislature responds to their constituents and took their advice and desire
31 to have a master plan and appropriated the funding. She said the funding comes to the
32 city and the city conducts the purpose as directed by the grant. Chair Harrison asked if
33 there was an estimated completion time. Ms. Mathews said this is a master plan to guide
34 future decisions and future plans in terms of identifying funding for specific portions of all
35 of this work. She said there is no specific dollars identified for this project at this time.
36 Ms. Delgado added that the city has several parks in our community that have gone
37 through a master plan process, and the master plan, if approved by Council, serves as
38 a guide even after current staff is gone. The neighborhood would not have to go through
39 the master plan process again unless the majority of the neighborhood wanted
40 something completely different. If not, the master plan would stay on the same path as
41 funding becomes available.

42
43 Ms. Schuller moved to approve the master plan with grammatical corrections to go to
44 City Council, seconded by Ms. Zahler. Mr. Engle asked if it would be possible to fix the
45 master plan before sending forward. Ms. Delgado said the item could be tabled or

1 passed. Ms. Schuller said she had full confidence staff would address changes that
2 needed to be made. Ms. Zahler withdrew her second. Motion died.

3
4 Mr. Engle moved to table the Pioneer Women’s Park Conceptual Master Plan until
5 August 15, 2019 to allow the designer to make the necessary corrections to the
6 document, seconded by Ms. Schuller. Motion carried unanimously.

7
8 **6.3 Dog Park Site Selection**

9
10 Ms. Delgado informed the Board the Dog Park site selection is coming before the Board
11 because in the current master plan, District 4 is called out to have the next dog park. The
12 two areas in the District 4 are Burn Lake and Legends West. She said one of these sites
13 needs to be given to the Project Manager for the Go Bond so they can put it in the request
14 for proposal (RFP) so it is known to the bidders exactly where the dog park will be.

15
16 Ms. Mathews said the current master plan suggests the dog park be located on west
17 portion of the south portion of the city. She said taking this into consideration, the two
18 identified spots are Legends West Park and Burn Lake. Ms. Mathews presented to the
19 Board a review of where in the parks the dog park site would be located. She said the
20 opinions received for these locations are practically even and seem to be leaning towards
21 Burn Lake.

22
23 Ms. Zahler asked if anything has been heard about a dog park being built by the Animal
24 Shelter. Ms. Mathews said there is a proposal that is part of the animal shelter expansion
25 which is part of the Go Bond. Ms. Zahler asked if this would only be for dogs of the
26 shelter. Ms. Mathews said the park would be for dogs from the shelter and from the
27 public. Ms. Zahler said this is a concern she has since the shelter dogs may have some
28 diseases. Ms. Mathews said her understanding is the manager of the shelter is taking
29 this under consideration and will be responsible for the policies of which shelter dogs
30 would be allowed to access the dog park.

31
32 There was discussion among the Board on the two locations – Burn Lake’s connectivity
33 to the trails, no parking at Legends West, which location would support more people
34 immediately, current activity already in the locations, which location would have a quicker
35 turnaround for a dog park.

36
37 Ms. Schuller moved to propose Burn Lake as the next dog park site, seconded by Ms.
38 Zahler. Ms. Zahler, Chair Harrison, Ms. Schuller voted for Burn Lake. Mr. Engle voted
39 against. Majority vote for Burn Lake carried.

40
41 **6.4 NRPA Conference / Baltimore, MD September 24-26, 2019**

42
43 Ms. Delgado informed the Board the National Recreation and Park Association
44 National Conference was being held in Baltimore, MD September 24 -26, 2019. She
45 said last year, the Board Chair attended the conference with staff, and she is bringing

1 to the Board to see if there was an interest to attend. Ms. Zahler suggested that if
2 anyone from the Board attend, that they remain on the Board for that year.

3
4 Ms. Zahler moved to table the NRPA Conference until the July 18, 2019 Board
5 meeting, seconded by Ms. Schuller. Motion carried unanimously.

6 7 **7. Discussion Items**

8
9 There were no discussion items.

10 11 **8. Staff Member Comments**

12
13 Mr. Granillo informed the Board Young Park pond was ready to be stocked with fish mid-
14 May but there was vandalism that took place over Memorial weekend. The drain is being
15 repaired.

16
17 Mr. Granillo said there were some ADA issues at Butterfield Shooting Range. The range
18 is currently accessible, but some dirt piles need to be moved to help with wheelchair
19 access.

20
21 Mr. Granillo said the Clean Sweep, which is the maintenance on alleyways, right of ways,
22 medians, and interchanges is going very well. He said staff is looking at using different
23 chemicals for weeds – one chemical that was purchased is not working very well and he
24 will keep Ms. Delgado and the Board up to date on what chemical will be decided upon.

25
26 Mr. Granillo said staff will be supporting the 4th of July event as well as the 4th of July
27 baseball tournament taking place that weekend.

28
29 Mr. Granillo said ongoing maintenance is going very well. Fall projects are being
30 developed. Over 330 trees have been planted this year – any trees that have been
31 removed were due to decline and decay. Work continues the Integrated Pest
32 Management Policy.

33
34 Mr. Catanach informed the Board the 4th of July event is coming up, beginning with the
35 4th of July Parade on July 3, 9:00 p.m., from Apodaca Park, south down Solano to
36 Hadley. He said the parade will be preceded by the Electric 5K Fun Run. Gates open at
37 Pat and Lou Sisbarro Park July 4 at 4:00 p.m. Concert starts at 6 p.m., fireworks at 9:45
38 p.m. The Board was provided with 4th of July t-shirts.

39
40 Mr. Catanach said swim lessons open in July. Music in the Park and Movies in the Park
41 have begun with Young Park being packed.

42
43 Mr. Nunez informed the Board Youth Programs are in full swing for the summer with over
44 400 youth, between 8 a.m. and 5 p.m. Mr. Nunez said staff has partnered with other City
45 departments and local community - Friends of Organ Mountain will be taking youth out
46 on hikes, Guzman Sports Karate has visited program sites giving demonstrations,

1 Cruces Creations has teens doing activities, Las Cruces Police Department and Fire
2 Department has visited program sites. Programs couldn't be done without the help of
3 Las Cruces Public Schools who have provided three school site locations with over 185
4 youth. Roadrunner Transit provides teens with transportation. La Pinon and Families
5 and Youth, Inc. have also done some great things for the Youth Programs.

6
7 Mr. Nunez said Keep Las Cruces Beautiful Program recently had a Team Up to Clean
8 Up at District 4 with a small turnout. This is something being done once a month in every
9 district with the next one set for July in District 1.

10
11 Mr. Nunez said the Youth Board didn't get very many applicants. He has reached out to
12 the current Youth Board members who are interested in completing a second year, and
13 Mr. Nunez will bring back to the Board in July a proposal to re-advertise in early Fall
14 when school is back in session. Ms. Zahler suggested putting an article and pictures of
15 the Youth Board in the Bulletin. Mr. Nunez said the Little Libraries have been received
16 and would be used as a promotional marketing this summer and as the school year
17 starts.

18
19 Ms. Mathews informed the Board the Youth Conservation Corp. summer crew member
20 project is currently underway with 16 youth on board. She said their first task is to go
21 through the Qualified Water Efficient Landscape (QWEL) training, and then implement
22 their training to conduct irrigation system audits to help determine the efficiency of our
23 irrigation systems of our Hadley sports fields. She said this will help guide future
24 investments in those irrigation systems to improve efficiency.

25
26 Ms. Delgado informed the Board they will be kept busy in the next couple of months –
27 league agreements will be coming forward, park ordinances will be worked on, dog
28 policies, a comprehensive Integrated Pest Management policy will be coming before the
29 Board, Go Bond projects are underway (East Mesa Sports Complex, Unidad Park),
30 sports courts in other parks, and trails. J

31
32 Ms. Delgado said information on Team Up to Clean Up will be provided to the Board and
33 asked for their assistance in blasting information to the people in their district.

34 35 **9. Board Member Comments**

36
37 Ms. Zahler said she has a lot of concerns about the Animal Shelter and asked if it under
38 Parks and Recreation. She said she doesn't want to see city people going there and
39 wants to know where to go on this. Ms. Delgado said she will pass this comment to the
40 Go Bond group and will have them contact Ms. Zahler. Ms. Zahler said she doesn't want
41 her name mentioned because she and Director of the animal shelter dislike each other,
42 he has made negative comments towards her and she doesn't want to deal with him.

43
44 Mr. Engle commented he can't believe he has been on the Board for a year.

1 Chair Harrison remembered Mr. Camunez at this time with 4th of July coming up and
2 asked Mr. Catanach to make Mr. Camunez happy.

3

4 **10. Adjournment**

5

6 Ms. Zahler moved to adjourn meeting, seconded by Ms. Schuller. Motion carried
7 unanimously. Meeting adjourned at 8:30 p.m.

8

9

10

11

12

Hazel Nevarez, Recording Secretary

Robert Harrison, Chair

DRAFT

CITY OF LAS CRUCES
AND
Friends of the Organ Mountains – Desert Peaks
AGREEMENT

THIS AGREEMENT is entered into between Friends of the Organ Mountains – Desert Peaks, a New Mexico non-profit corporation, hereinafter referred to as “FOMDP”, and City of Las Cruces Parks and Recreation Department, a municipal corporation, hereinafter referred to as “City”.

WHEREAS, the parties set forth in writing an agreement and understanding as to their respective responsibilities in establishing this cooperative agreement for the purpose of providing training and events that will develop and expand on outdoor programs and provide social and recreational opportunities for youth and the community.

IT IS THEREFORE AGREED AS FOLLOWS:

1. FOMDP will:

- a. Maintain a Commercial General Liability policy with limits not less than \$1 million per occurrence and \$2 million aggregate limits during the term of the Agreement. The City will be named as an additional insured. Evidence of coverage must be on an Acord 25 Certificate of Insurance with attached Additional Insured Endorsement.
- b. Assist the City with preparation and submission of reports required by the City, bi-annually to include participant, event and volunteer numbers.
- c. Not discriminate against any person, regarding access to, or participation in any program contemplated by this Agreement, or any facility used in connection therewith, on the basis of race, color, sex national origin, age or disability.
- d. Ensure that all programs, services, and activities are accessible to and usable by persons with disabilities in accordance with the Americans with Disabilities Act, including but not limited to, equal opportunity to participate and benefit, equally effective communication for persons with speech, hearing and other impairments, integrated seating and the provision of reasonable modifications and/or accommodations adhering to the City of Las Cruces Communication Policy.
- g. Exercise reasonable care in the use of City equipment, supplies and any other items owned by the City.

- h. Provide an outdoor program to include, but not limited to, day hikes, educational services and other opportunities to improve self-esteem and social behavior of participants while in an outdoor setting.
- i. Provide a minimum six (6) activities and/or events per calendar year.
- j. Provide the necessary basic knowledge and training of City staff to assist during programming.

2. The City will:

- a. Provide program staff and participants to engage and experience the resources FOMDP will offer as per this agreement.
- b. The City will notify FOMDP when the Agreement is ready to be signed.
- c. Coordinate with FOMDP as to planning and scheduling activities and events.
- d. Not be responsible for loss or theft of any FOMDP or personal items.
- e. Provide City staff to during scheduled activities and events.
- f. Will provide opportunities for FOMDP and City staff to get basic training necessary for a safe, structured and educational program, to include and not limited to, Basic First Aid & CPR, a City facility for educational opportunities and City vehicles to transport program participants.

IT IS FURTHER AGREED by and between the parties that:

- 1. FOMDP has expressly agreed to indemnify and hold harmless the City from all claims or causes of actions including attorney fees and court costs that may arise out of or as a result of this Agreement.
- 2. This Agreement shall not be altered, changed, or amended except in writing by both parties.

3. This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter, hereof, and all such covenants, agreements, and understands verbal or otherwise, of the parties or their agents shall not be valid or enforceable unless embodied in this written Agreement.

4. This Agreement shall be governed by the laws of the State of New Mexico.

5. This Agreement will be presented to the Parks and Recreation board on July 18, 2019 for approval. Once approved, it will remain in effect until negotiations are complete for a new Agreement or until one party notifies the other of intent to not renegotiate an Agreement.

6. This Agreement may be terminated for cause by its terms after ninety (90) days advance written notice to the defaulting party, or without cause by mutual agreement of both parties at any time.

7. The City shall reserve the right to reschedule, cancel, or postpone activities and/or events due to inclement weather, or unforeseen related events.

DONE AND APPROVED THIS _____ DAY OF _____, _____.

BY: _____

TITLE: _____

CITY OF LAS CRUCES, NEW MEXICO

BY: _____

APPROVED AS TO FORM:

CITY ATTORNEY



**Parks & Recreation Department
Youth Board
BYLAWS**

Article I. Name

The name of the organization shall be the Parks & Recreation Youth Board (PRYB), hereinafter referred to as the Board. The PRYB was established by City of Las Cruces Parks & Recreation Staff and presented to the Parks & Recreation Advisory Board on July 18, 2017.

Article II. Function

The function of the Board shall be to serve as a liaison between City Government and the youth of the Las Cruces community on issues affecting youth, and to encourage the growth and development of youth by involving them in healthy social, cultural, recreational, educational, and various other activities. In the performance of its function, the Board is authorized to:

- a) Make recommendations to the Parks & Recreation Advisory Board and City staff on matters affecting the youth of the community.
- b) Plan, organize, coordinate, and carry out drug- and alcohol-free activities for the youth of the community.

Article III. Participation

All community and area youth are eligible to participate in activities arranged or organized by the Board, subject to the rules and regulations established by the Board for such activities.

Article IV. Membership, Elections, and Officers

1. The Parks & Recreation Youth Board shall be comprised of sixteen (16) members, all of whom shall be students in the seventh through twelfth grade levels and residents of the city. The members of the Parks & Recreation Youth Board (PRYB) shall be selected by the Parks & Recreation Department staff, Parks & Recreation Advisory Board member(s), and designees. Contingent upon the availability of applicants, the screening panel shall strive to recommend at least two (2) students each from the six (6) districts within the city and four (4) at-large.

2. All members shall serve a **two-year term** of office commencing **October 1 and ending September 31**. Member terms will begin and end for board members during even numbered years or odd numbered years, dependent on their approval onto the board. Whenever a vacancy occurs prior to the expiration of a term of office, the screening panel shall recommend an applicant for consideration to serve the remainder of the term.

3. No later than **November 1** of each year, the Board shall elect from its members a Chair, Vice-Chair, Secretary, and Treasurer whose terms shall end on **September 31** of the following year. The duties of the Officers shall be as follows:

Chairperson: The Chairperson shall preside at meetings of the Board, prepare the agenda for the meetings and make a copy available to the Secretary; call special meetings; call special elections; sign, together with the Secretary or other designated officer of the Board, any documents or instruments authorized to be executed by the Board, except in those cases where such execution has been expressly delegated by the Board or by these bylaws to another officer or is required by law to be otherwise handled; and in general shall perform all duties as may be prescribed by the Board from time to time, in accordance with all applicable State and City laws and procedures.

Vice-Chairperson: The Vice-Chairperson shall preside at meetings in the absence of or at the request of the Chairperson and shall become Chairperson for the remainder of the term in the event of the resignation, death, or removal of the Chairperson. In the temporary absence or disability of the Chairperson, the Vice-Chairperson shall assume the duties of the Chair and in that event, shall have all the powers of and be subject to all the restrictions of that office. The Vice-Chairperson shall perform such other duties as may be assigned from time to time.

Secretary: The Secretary shall be responsible for the preparation of minutes of the meetings of the Board and upon their approval, shall provide a signed copy for filing and distribution to City staff, P&R Advisory Board and any other City Council. The Secretary shall keep a copy of the Board's minutes in a record book which shall be passed on to his or her successor; shall have custody of all important records of the Board, excluding financial records; shall sign with the Chairperson or Vice-Chairperson any documents or instruments which the Board has so authorized to be executed; shall assure that all notices are duly given as required by law, these bylaws, or the Board; shall call the meetings of the Board to order in the absence of the Chairperson or Vice-Chairperson and shall conduct an election for a temporary presiding officer for that meeting; and shall perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the Board. In the absence of the Secretary, the Chairperson shall appoint another member to be responsible for the preparation of the minutes of the meeting.

Treasurer: The Treasurer shall be responsible for reviewing the records of any financial transactions of the Board; shall process, collect, and remit all fees and charges and deposit all funds with the City of Las Cruces; shall report on the financial condition of the Board; and shall perform such other duties as from time to time may be assigned by the Board.

4. Chairpersons of specialized areas (events, publicity, concessions, etc.) may be appointed by the Chairperson with the consent of the Board.

Article V. Meetings

1. The Board shall conduct public, general purpose meetings at least once a quarter throughout the year. Regular meetings shall commence at such time and dates designated by the Board and will be held at a location to be determined or at such other location as may be designated by the Board. Special meetings shall be called as necessary to carry out the functions of the Board. The Board shall give proper notice of all meetings in accordance with the laws of the State of New Mexico. All meetings of the Board shall be open to the public and all regular and special meeting notices shall be provided to all local news outlets, the Parks & Recreation Advisory Board, as well as announced during middle and high school announcements with the Las Cruces Public School District.

2. Any business may be brought by the Board at a regular meeting but must follow the protocol for businesses/adults to present to board.
3. Special meetings may be called by the Chairperson or upon request of at least eight (8) members of the Board.
4. Written notice of a special meeting shall be given to all Board members, the local news outlets, and schools at least 24 hours prior to the meeting, stating the business to be considered. Any member may waive notice of a special meeting. The attendance of a member at a special meeting shall constitute waiver of notice, except where such member attends the meeting for the express purpose of objecting to the transaction of business because the meeting was not lawfully called or convened.
5. To the extent possible, the following order of business shall be observed at regular meetings of the Board:
 - a. Roll call
 - b. Reading and approval of the minutes of the preceding meeting
 - c. Reports of officers
 - d. Reports of committees
 - e. Unfinished business
 - f. New business
 - g. Adjournment
6. At least a majority of the members then in office shall be a quorum for the transaction of business at all Board meetings, and the affirmative vote of at least a majority of the members then in office shall be required to take any action.
7. The Parks & Recreation Youth Board will follow the City of Las Cruces and Las Cruces Public School System schedule. For example, if school is canceled due to weather conditions and the Board was scheduled to meet that same day, their meeting will also be canceled and rescheduled at a later date. If a regular meeting of the Board is scheduled on a given City/school holiday, it will also be rescheduled to a later date.
8. Absences shall be treated in accordance with the established Parks & Recreation Youth Board attendance policy.

Article VI. Reports to Parks & Recreation Advisory Board

By **December 1** of each year, the Parks & Recreation Youth Board shall submit to the Parks & Recreation Advisory Board an annual plan of work for its ensuing term. The Board shall also submit a written report of its activities at the conclusion of its term, preferably by **August 31**.

Article VII. Amendments to the Bylaws

1. Subject to the approval of the Parks & Recreation Advisory Board, these bylaws may be amended or repealed in whole or in part at any meeting of the Board, provided that written notice of the proposed

amendment or repeal is given in the notice of such meeting and at least one week in advance of the meeting.

2. If an occasion arises that a question is not specifically covered by these bylaws, the latest edition of Robert's Rules of Order will apply.

Approved this _____ day of _____, 2019.

Dr. Robert Harrison

Parks & Recreation Advisory Board Chair

July 18, 2019

Attn: Review Committee
Healthy Eating Active Living Initiative
Paso del Norte Health Foundation
221 N Kansas St. #1900
El Paso, Texas 79901

Dear Review Committee:

This letter is to state the strong support and enthusiasm for the Southwest Loop Trail project as proposed in the Healthy Eating Active Living (HEAL) grant application for your consideration. As Chair of the Parks and Recreation Advisory Board, our seven-member group reviews all business and operations of the several Parks and Recreation areas and the Recreation Programs of the City of Las Cruces (City).

The Parks and Recreation Advisory Board was briefed on this opportunity to construct an approximate 2.8-mile trail segment in partnership with neighboring jurisdictions of Mesilla Valley and Doña Ana County. In doing so, we are able to realize common priorities between the Paso del Norte Health Foundation (PDNHF) and the City such as PDNHF's HEAL priorities:

1. Increase physical activity and decrease sedentary behavior.
2. Create an environment that promotes healthy eating and active living without bias against obesity.

Access to parks, open spaces, and recreational activities available within a community greatly influence resident quality of life and their activity levels. The Las Cruces Parks and Recreation Department oversees a multitude of public spaces for meeting, socialization, and appreciating the city's natural beauty and cultural heritage, as well as facilities and programs for exercise and active recreation which promote a shared community identity and pride. This project is integral to our ability to realize community identity, as residents have indicated the importance of having running, walking, and biking trails added to the existing trails system [June 2019 Master Plan (page 12)].

Thank you in advance for your thoughtful consideration.

Sincerely,

Dr. Robert Harrison
Parks & Recreation Advisory Board Chair
Las Cruces, NM - District 2



PARKS & RECREATION
DEPARTMENT

AN EQUAL OPPORTUNITY EMPLOYER