



City of Las Cruces[®]

Parks and Recreation Advisory Board Agenda

PARKS AND RECREATION ADVISORY BOARD MEETING

WILL BE HELD ON ~~NOVEMBER 18, 2021~~ AT 6:00 P.M.

CITY HALL COUNCIL CHAMBERS, 700 N. MAIN

CANCELLED

1. Introductions
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 & Recreation Advisory Board Meeting Minutes for July 15, 2021

Documents:

[PRAB MINUTES 07-15-2021.PDF](#)

5. Public Participation
6. Action Items
- 6.1. Direct Email for Parks & Recreation Advisory Board Members - Chair McClure, Parks and Recreation Advisory Board
- 6.2. December 16, 2021 Parks & Recreation Advisory Board Meeting - Chair McClure, Parks & Recreation Advisory Board
7. Discussion Items
- 7.1. Keep Las Cruces Beautiful (KLCB) Update - James Woods, KLCB Program Coordinator
- 7.2. CLC Parks & Recreation Department 2021-2022 Fees & Charges/Facility Use Policy - Sonya Delgado, Parks & Recreation Director
8. Staff Member Comments
9. Board Member Comments
10. 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: November 10, 2021

Parks and Recreation Advisory Board Meeting

July 15, 2021

1 The Parks and Recreation Advisory Board held a meeting on July 15, 2021, at 6:05 p.m. via zoom webinar.

2 Parks and Recreation Advisory Board Members Present:

3
4 Cassie McClure – District 1

5 Stan Engle – District 4

6 Megan Schuller – District 6

7 Eli Guzman - At Large

8

9 Parks and Recreation Advisory Board Members Absent:

10

11 Jeff Thompson – District 2

12 Maryln Zahler – District 3

13 Eric Montgomery – District 5

14

15 Others Present:

16 Franco Granillo, Parks Administrator

17 Joy Ann Lucero, Management Analyst

18 Cathy Mathews, Landscape Architect

19 Hazel Nevarez, Recording Secretary

20 Robert Nunez, Youth Services Administrator

21 Gregory Shervanick, Public

22 Thomas Winter, Public

23

24 The Parks and Recreation Advisory Board Meeting of July 15, 2021, met via Zoom webinar and was
25 brought to order at 6:05 p.m. by Chair McClure and recognized as having a legal quorum.

26 **1. Introductions**

27

28 1.1 Parks and Recreation Advisory Board Members

29

30 Board members introduced themselves and stated the district they represent.

31

32 1.2 Parks and Recreation Staff

33

34 Staff introduced themselves and stated their position.

35

36 **2. Conflict of Interest**

37

38 No Conflict of Interest.

39

40 **3. Approval of Agenda**

41

42 Board Member Schuller moved to approve agenda as presented, seconded by Board Member
43 Engle. There was no discussion.

44

45 Roll Call:

46 At Large Guzman - Aye

47 Board Member Engle – Aye

48 Board Member Schuller – Aye

49 Chair McClure - Aye

50 Motion carried unanimously.

51

52 **4. Approval of Minutes**

53

54 Board Member Engle moved to approve minutes of June 17, 2021, seconded by Board
55 Member Schuller.

56

57 Roll Call:

58 At Large Guzman - Aye

59 Board Member Engle – Aye

60 Board Member Schuller – Aye

61 Chair McClure - Aye

62 Motion carried unanimously.

63

64 **5. Public Participation**

65

66 No public participation.

67

68 **6. Old Business – Action**

69

70 **6.1 Board Elections – Cassie McClure, Board Chair**

71

72 Board Member Engle nominated Chair McClure for another term as Board Chair. Chair McClure
73 accepted. There were no other nominations.

74

75 Board Member Schuller moved to accept by acclamation Chair McClure as Board Chair.

76

77 Roll Call:

78 At Large Guzman – Aye

79 Board Member Engle – Aye

80 Board Member Schuller – Aye

81 Chair McClure – Aye

82 Motion carried unanimously.

83

84 Chair McClure nominated Board Member Engle as Vice-Chair. Board Member Engle accepted
85 nomination. There were no other nominations.

86
87 Board Member Schuller moved to accept by acclamation Board Member Engle as Vice-Chair,
88 seconded by Board Member Engle.

89
90 Chair McClure stated first motion to accept her as Board Chair has died due to lack of second.

91
92 Board Member Engle nominated Board Chair McClure for Board Chair. Chair McClure accepted
93 nomination.

94
95 Board Member Schuller moved to accept by acclamation Chair McClure as Board Chair, seconded
96 by Board Member Engle.

97
98 Roll Call:
99 At Large Guzman – Aye
100 Board Member Engle – Aye
101 Board Member Schuller – Aye
102 Chair McClure – Aye

103 Motion carried unanimously.

104
105 Chair McClure nominated Board Member Engle as Vice-Chair. Board Member Engle accepted
106 nomination. There were no other nominations.

107
108 Board Member Schuller moved to accept Board Member Engle as Vice Chair by acclamation,
109 seconded by Board Member Engle.

110
111 Roll Call:
112 At Large Guzman – Aye
113 Board Member Engle – Aye
114 Board Member Schuller – Aye
115 Chair McClure – Aye

116 Motion carried unanimously.

117
118 **7. Discussion Items**

119
120 **7.1 4th of July – Robert Nunez, Youth Services Administrator**

121
122 Mr. Robert Nunez, Youth Services Administrator, reported the 4th of July live in person event this
123 year was a success – Electric Light Parade, Concert, and Firework Display:

- 124 • Parade Theme “Stars and Stripes Forever”
- 125 • Grand Marshals were R. Jay Lloyd a decorated Coast Guard veteran, and faculty member
126 Dr. Michael Woods, and 3rd year student Bradley Poindexter who represented Burrell
127 College of Osteopathic Medicine.
- 128 • Parade featured 42 entries and over 250 vehicles from car clubs, UTV clubs, floats, and
129 law enforcement.
- 130 • The route was from Apodaca Park to Meerscheidt Recreation Center.

- 131 • Fun Run
- 132 • Concert headliner Gin Blossoms.
- 133 • Amazing firework display by contractor Garden State Fireworks, who have also done
- 134 events at the White House, NY Time Square, and many other large events.
- 135 • Largest crowd we have ever had.

136 **7.2 Community Pool – Robert Nunez, Youth Services Administrator**

137 Mr. Robert Nunez reported groundbreaking for the 50 Meter Community Competition Pool was

138 held Tuesday, July 13, 2021. He informed the Board:

- 139 • Pool will be constructed north of the existing Regional Aquatic Center Complex.
- 140 • Contractor HB Construction Cost \$15.2 million.
- 141 • The new facility will include ten competition lap lanes, meet timing room, training room,
- 142 lifeguard/first aid room, women’s & men’s locker rooms, and public restrooms.
- 143 • Facility will be just over 37,000 square feet.
- 144 • Work has started and completion by November 2022.
- 145 • This project is in City Council District # 3.

146 Board Member Schuller noted trees were eradicated from the recent storm in time for the

147 groundbreaking.

148 Chair McClure asked how much the recent storm dinged Parks and Recreation. Mr. Nunez

149 deferred the question to Mr. Franco Granillo, Parks Administrator.

150 **7.3 Youth Development/Diversion Grant – Robert Nunez, Youth Services Administrator**

151 Mr. Nunez informed Board Members the Youth Development Diversion grant was approved for

152 \$308,779 for the Juvenile Citation Program and will go to City Council July 19, 2021, for approval.

153 He reported being in the new fiscal year and already have clients in the program and are hiring

154 for some additional staff and working with NMSU to get some interns from Health & Human

155 Services College. He said hopefully through work study and through City funding, would be able

156 to compensate them when they join us when they return to school for the fall semester.

157 Chair McClure asked if the Youth Board will pick up at some point. Mr. Nunez said this will be

158 rolled out as the school year starts, giving the students a couple of months to apply for the

159 program, and then get the Youth Board started in late Fall.

160 Ms. Schuller asked if staff has considered reaching out to the Family and Consumer Sciences

161 Department at New Mexico State University to help with the interns as well. Mr. Nunez

162 responded yes.

163 **7.4 Young Park Pond - Franco Granillo, Parks Administrator**

174 Mr. Franco Granillo, Parks Administrator, updated the Board on the Young Park Pond situation
175 and status from Memorial Day weekend:
176

- 177 • Aerators were pulled and sent to vendor for repair.
- 178 • Damage was significant and couldn't be repaired so ordered new air diffuser aerators
179 which go underneath the water – received July 15, 2021.
- 180 • Working with Facilities staff to get installed.
- 181 • Since Memorial Day, have moved water manually with staff and help of utilities, checked
182 oxygen levels daily and continue to do so, kept aeration and oxygen levels going up until
183 June 28, 2021, when had another weather event and water exchange was not significant
184 enough to keep the oxygen levels up and lost more fish.
- 185 • No issues since June 28, 2021. Staff continues to exchange water when necessary and still
186 moving the water with pumps when necessary.
- 187 • Facility staff has installed seven ten-inch air diffusers underneath the water as a short-
188 term fix until the diffusers received today are installed in the next few days.
- 189 • Also have two compressors on the south side of the pond moving air on that side along
190 with the fountain.
- 191 • Facility staff also installed a small air diffuser on the north side of the pond.
- 192 • For the last few weeks, have been taking oxygen levels every day. Have increased the
193 reading so can monitor morning, afternoon and evening time so can make sure oxygen
194 level stays high.
- 195 • Will continue to monitor over the weekend with the weather event coming in.
- 196 • Getting assistance from Joshua Rosenblatt from Utilities who is familiar with ponds, algae,
197 fish, and wildlife, along with other Utility staff who have helped acquire and purchase the
198 meters and trained staff to take meter readings.
- 199 • Not sure if aerators purchased will be a 100% fix but based on specs given by vendor,
200 oxygen levels should stay between a five and seven reading.
- 201 • Will see how the pond stabilizes with the new air diffusers once installed.

202 Mr. Gregory Shervanick from the public had a raised hand but was unable to be heard thru the
203 speakers. Chair McClure asked that he try again toward the end of the meeting.

204 Chair McClure asked if there are any other systems in the parks that need any kind of preventative
205 treatment the same way as the pond needed aerators. Mr. Granillo responded any time this kind
206 of maintenance is needed, staff has to partner with Facilities because is plumbing, electrical – the
207 kind of infrastructure not taken care of by park staff. Facilities has taken over the responsibility of
208 making sure the plumbing and electrical is always functional on the aerators/diffused air and the
209 plumbing on the fountain and will provide park staff with maintenance schedule regarding that
210 kind of infrastructure. Other items in the parks like turf, maintenance, weed abatement, litter
211 pickup, playground equipment, are scheduled for every other aspect of the park.

212 Chair McClure asked about the storm damage. Mr. Granillo said it was the worst he has seen –
213 just in the right of ways and medians, 71 trees and staff has just finished catching up. In parks
214 between 45 and 60 trees. He said it was going to be close to 150 trees that were lost – large

215 canopy trees providing shade. Mr. Granillo said he is putting some numbers together for the Sun
216 News and will also send forward to the Board.

217 **7.5 FY22 Budget – Joy Ann Lucero, Management Analyst**

218
219 Ms. Joy Ann Lucero, Management Analyst, presented to the Board Fiscal Year 2022 Parks &
220 Recreation budget and provided a summation, attached.

221
222 Chair McClure ask how our Parks and Recreation budget ranks compared to other comparable
223 cities in the state. Ms. Lucero said she can do some research and get back to the Board.

224
225 Board Member Engle suggested response be percentage of budget that goes to Parks and
226 Recreation as opposed to other departments. Chair McClure added in terms of population. Ms.
227 Lucero asked for clarification, department or population in other cities, as Parks & Recreation's
228 budget is the fourth highest budget here at City of Las Cruces. Chair McClure said she would like
229 to see how we shape up with similar sized towns, even if not in the state.

230

231

232 **7.6 Future Board Meeting Location/Attendance – Robert Nunez, Youth Services Administrator**

233

234 Mr. Nunez reported after speaking with City Clerk, as of July 1, 2021, the state's emergency orders
235 have ceased and all Boards reference back to the state statute which is requirement for in person
236 Board meetings. City Attorney and City clerk are awaiting some decisions from the state office
237 regarding that. He said City Council will be meeting in person July 19, 2021. Mr. Nunez said
238 possible locations for meeting are Branigan Library, Henry Benavidez Community Center, Frank
239 O'Brien Papen Community Center.

240

241 Board Member Engle said it sounds like this meeting is in violation if meetings were supposed to
242 be in person beginning July 1, 2021 and doesn't know if there are repercussions to that. He asked
243 if there is possibility of discussing this offline to be fair to Board members that are not here to give
244 their input.

245

246 Chair McClure said she received an email from the City talking about the return. She said the
247 email was interesting because it asks for proof of vaccination and those who don't show proof
248 wear masks. Chair McClure asked if that applies to the Board as well. Mr. Nunez said he would
249 inquire regarding this but in talking with City Clerk, all Boards would follow suit as to what City
250 Council does, and in reference to State Statute on Open Public Meetings. Chair McClure said she
251 doesn't know what the Board should do given that fact that the Board doesn't have a space to go
252 to that is safe. She said the safest thing to do is meet online and isn't sure if there is an undue
253 burden for staff. Chair McClure asked if staff could let the Board know in the next couple of days
254 how are going to merge with the Mayor's emergency proclamation and how the Board can
255 respond to that so can decide before the next Board meeting.

256

257 Chair McClure said she received email from Mr. Shervanick on his question earlier. She said his
258 question was what was cost of new aerator system. Mr. Granillo said the new diffused air
259 system was about \$6,600 with no install charge since doing in house.
260

261 **8. Staff Member Comments**

262
263 Ms. Cathy Mathews, Land Scape Architect, reported the skate park renovation park is progressing.
264 She said the Selection Advisory Committee agreed on the language for a revised request for
265 proposal and was put out for rebid this past Friday. She anticipates receiving and evaluating
266 responses in August.
267

268 Ms. Mathews reported staff is in the process of receiving a new grant from the New Mexico
269 Department of Transportation for developing a Way Finding plan. She said way finding is
270 directional signage, informational signage, and monumental signage for the trail system and the
271 parks. Ms. Mathews said notice was received July 14, 2021, that the grant was awarded.
272

273 Mr. Granillo reported staff from all Parks and Recreation sections worked well together for the 4th
274 of July and kudos to all staff involved.
275

276 Ms. Lucero reported correction to her statement made earlier that Parks and Recreation had the
277 fourth highest budget in the city. She said Parks and Recreation has the third highest budget with
278 police first, and fire second.
279

280 **9. Board Member Comments**

281
282 Board Member Engle commented on the Nevada Cool Corridor from June's Board meeting. He
283 said he is 100% behind any other projects like the Cool Corridor but feels like the demonstration
284 project didn't live up to its cool moniker. He said he drove by a few days ago and noticed there
285 are weeds growing in the chicanes.
286

287 Board Member Schuller thanked everybody. She said it is nice to see the swimming pool in the
288 East Mesa open which was a long time coming – kudos to that staff. She also said she is glad that
289 everything in general is safe from recent storm and knows the park crew will have a lot to keep
290 up and maintain and is appreciated. She also expressed hope in finding a happy medium to
291 meeting back in person and hopes everyone continues to stay safe.
292

293 At Large Guzman expressed thanks to Parks and Recreation Staff for all their work and appreciates
294 their effort.
295

296 Chair McClure echoes all the thanks. She said she is a little suspicious of all the ATV's being part
297 of the parade, which doesn't make a lot of sense to her – beyond that, it was nice to see a crowd
298 again.
299

300 **10. Adjournment**

301
302 Board Member Engle moved to adjourn the Parks and Recreation Advisory Board meeting,
303 seconded by Board Member Schuller.

304
305 Roll Call:

306 At Large Guzman - Aye
307 Board Member Engle - Aye
308 Board Member Schuller – Aye
309 Chair McClure – Aye

310 Motion carried unanimously. Meeting adjourned at 7:05p.m.

311
312
313 _____
Hazel Nevarez, Recording Secretary

Cassie McClure, Chair

Draft