

**REGULAR MEETING OF THE PARKS & RECREATION ADVISORY BOARD
MONDAY, SEPTEMBER 30, 2013 @ 3:30 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 S. LOVE STREET**

Present: Chairman Mike Gallagher, Members Neil Granath, Marla Price, Evelyn Holguin, Tanner Gandy and Clint Laughrin.

Also present: City Manager James Williams, Assistant City Manager Jared Cobb, Administrative Assistant Imelda Gutierrez, Parks Supervisor Dennis Martin and Recreation Supervisor Jesse Munoz.

Not Present: Member Victoria Ochoa and City Clerk Carol Ann Hogue

Call to Order: The meeting was called to order by Vice Chairman Holguin at 3:30 p.m.

Approval of Regular Minutes of August 5, 2013: Vice Chairman Holguin called for a motion to approve the regular minutes of August 5, 2013. Member Price so moved. Member Laughrin seconded. Motion was approved.

NON-ACTION ITEMS

Discussion of Jefferson and 1st Land Donation: City Manager Williams addressed the members stating that he was approached by a member of the First United Methodist Church inquiring if the City would accept donation of land. The intent of the land donation will be converted to a playground park. The church will bring down the house. The land is approximately 85 x 120 feet. The church will maintain and irrigate the land for 5 years. Vice Chairman Holguin stated her concerns about the use of the basketball courts and the parking lot area. Mrs. Holguin would like to know if the basketball courts will be used by the public or just the people at the church will be using it. Member Laughrin stated his concern about how much equipment you can put on an 85 x 120 feet area and putting a fence in for safety of the children. Park Supervisor Dennis Martin asked if he would have to put this down on his daily runs to clean-up the park. Vice Chairman Holguin asked City Manager Williams to get more information regarding the basketball courts and parking lot and bring back to the next regular meeting. No action was taken.

ACTION ITEMS

Consideration of Recommendation for Quality of Life Funding: Vice Chairman Holguin called for a motion to approve the MOU from Lea County. City Manager Williams provided the members with an MOU from the Lea County for funding of \$100,000 for outdoor recreational facilities. The City is requesting recommendations from the board to determine what the funding may be used for. The draft will be presented to the City Commission for their approval on October 14, 2013 and to the County Commission for their approval on October 17, 2013. The funds must be expended prior to May 31, 2014. The funds could be used for different projects such as to provide restrooms, playgrounds, fencing, and irrigation system. Member Laughrin would like to see a fence put up at Ave D Park for safety reasons. Member Granath so moved to recommend the funds to be utilized for restrooms at Ave D Park and shade structures for other small parks. Member Price seconded. Motion was approved. No action was taken.

Consideration of Recommendation of Facility Signs: Vice Chairman Holguin called for a motion to approve the facility signs. City Manager Williams provided the members with pictures of different style of signs for the aquatic center. The City is requesting recommendations for the style of facility signs. The City will be ordering a sign for the aquatic center and desire to replace or install signs of a similar type at the other parks and recreation facilities as funding becomes available. Member Granath so moved to recommend Copper Creek style signage for the aquatic center. Member Laughrin seconded. Motion was approved.

Consideration of Approval of Citizen Survey: Chairman Gallagher called for a motion to approve the citizen's survey. City Manager Williams addressed the members stating that the survey will be mailed out with the water bill and on the City website. The survey must be completed and turned in before December 30, 2013. Chairman Gallagher suggested separating #2. Member Holguin so moved to amend and add a district map, separate question #2 into two questions, add question for comments or suggestions and to translate in Spanish. Member Granath seconded. Motion was approved.

Consideration of Recommendation of Inflatable Structure Use Policy at City Parks: Chairman Gallagher called for a motion to approve the inflatable structure use policy at City Parks. City Manager Williams addressed the members to request recommendations to approve or not to approve this policy whether to have a permit fee charged or not. Member Granath suggested allowing two sites where there is power source and a fee of \$100 to reserve the shelters with a two week advanced reservations. Member Holguin so moved. Member Price seconded and a vote was taken: Chairman Gallagher, aye; Member Granath, aye; Member Price, aye; Member Holguin, aye; Member Laughrin, aye; and Member Gandy, aye. Motion was approved.

Consideration of Recommendation of Park & Recreation Facility Rules: Chairman Gallagher called for a motion to approve the Parks & Recreation facility rules. Member Holguin so moved to remove excessive noise at the aquatic center. Also, add a two week advance reservations for the aquatic center, large shelter and the amphitheater. Member Granath seconded and a vote was taken: Chairman Gallagher, aye; Member Granath, aye; Member Price, nay; Member Holguin, aye; Member Laughrin, aye; and Member Gandy, aye. Motion was approved.

PUBLIC COMMENT: Tina McKay addressed the members stating that she would like to see a play area like the one by the river in Carlsbad, NM. Mrs. McKay would like to know how and where she can get started to get donations to get a playground at the Chaparral Park. Member Price mentioned that the companies donated the money for the play area.

ADJOURNMENT

There being no further business the meeting adjourned at 6:00 p.m.

APPROVED: _____
CHAIRMAN, MIKE GALLAGHER

ATTEST:

VICE CHAIRMAN, EVELYN HOLGUIN