

CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA

5:30 p.m.
Monday, January 30, 2017

Assembly Room
City Hall
321 N. Connelly, Clovis

1. Call to Order
2. Roll Call
3. Approval of minutes of November 28, 2016
4. Discussion and action regarding proposed park design for Historic Railroad Park, Natalie Daggett, President, Clovis MainStreet
5. Discussion and action regarding walking trails at Hillcrest Park, Mark Dayhoff
6. Discussion and action regarding re-paving basketball court at Pat Sandoval Park, Mark Dayhoff
7. Discussion and action regarding constructing a new bathroom in the CYSA area at Hillcrest Park, Mark Dayhoff
8. Discussion and action regarding future use of former pool area at Colonial Park Golf Course, Mark Dayhoff
9. For the good of the order
 - a. Update regarding Proposed Shooting Range
 - b. Update regarding Disc Golf
 - c. Update on projects
 - d. Next meeting date and time
10. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session Monday, January 30th, 2017 in the Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Fidel Madrid, Chairman
Commissioner Tom Martin
Ms. Patsy Delk, Curry County Representative
Mr. Richard Trask, AYSO
Mr. Jamall Williams, District 2
Ms. Wilma Fulgham, District 3
Mr. Dale Fullerton, Clovis Schools

ABSENT:

Commissioner Gary Elliott
Mayor Pro Tem Juan Garza
Ms. Eva Wheeler-Sagio, District 1
Mr. Cliff Kuchta, District 4

ALSO PRESENT:

Mr. Mark Dayhoff, Parks Director
Mr. Larry Fry, City Manager
Ms. Claire Burroughes, Administration
Ms. Vicki Reyes, Administration
Ms. Lisa Pellegrino-Spear, MainStreet
Ms. Gayla Brumfield
Commissioner Helen Casaus
Members of the public
News Media

Commissioner Madrid called the meeting to order at 5:32 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of November 28, 2016

Mr. Trask made a motion to approve the minutes of November 28, 2016 as presented; Commissioner Martin seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action regarding proposed park design for Historic Railroad Park

Ms. Lisa Pellegrino-Spear, MainStreet Director, stated they received a NM MainStreet Capital Outlay Grant. They wanted to make the Railroad Park a friendly park as well as a usable park. The train depot has sold and with this park it will increase the desire for the district. She handed out two designs for the park. They would prefer to have sidewalks going around the entire locomotive, but are awaiting ADA requirements. The goal is to have as low maintenance of a park as possible so that the parks department will not have to maintain it on a daily basis. They would like to incorporate a border that has minimum maintenance, would be about 1 ½ to 2 feet tall and would be on the street side of the

highway. The one major request is to not put a fence around the locomotive. They would also like to add a 15 x 50 waiting station. The only electricity in the park will be for lighting purposes. The landscaping will be all natural and require little water.

They would like to have a monument in the park in the shape of a railroad spike. The monument would have a plaque with Phil and Verna Williams name on it because they are the ones that donated the land. They would also have a brick project so that people could purchase bricks and have their names put on them. The wall that faces cheapos depo would have additional plants and metal art.

Ms. Fulgham asked about the Harvey House. Ms. Pellegrino-Spear stated they do not have anything lined up right now but hope this will make it a more desirable area. Ms. Brumfield stated they are trying to provide beautification in the downtown area. They have worked with Mr. Dayhoff to keep this low maintenance. Ms. Pellegrino-Spear stated this required a 20% match from the city but they were able to get \$80,000 from the state.

Commissioner Martin asked who the Williams are. Ms. Pellegrino-Spear stated Phil and Verna Williams owned the railroad park. Commissioner Martin asked if \$100,000 would be enough to do this project. Ms. Pellegrino-Spear they have budgeted it so that it will be enough. Commissioner Martin stated it would be wonderful to have this and need something beautiful come in. He asked about the fence around the train. Ms. Pellegrino-Spear stated it had a chain link fence around it at Hillcrest Park and there is no real reason to lock it up. Their objective is to not have fencing to make it more inviting.

Commissioner Madrid asked about the gages. Ms. Pellegrino-Spear stated they would have plexiglass installed so that people couldn't bother the gages. Commissioner Martin asked if this would be an attractive nuisance. Mr. Dayhoff stated that area of town doesn't get a lot of foot traffic so they shouldn't have near as much. Ms. Brumfield stated the railroad is there and it is pretty well lit. Commissioner Madrid stated the railroad has security there as well.

Commissioner Martin asked what was being asked of the committee. Ms. Pellegrino-Spear stated approval of the design. Ms. Burroughes asked if there was going to be any lighting. Ms. Pellegrino-Spear stated there will be lighting at the base of the locomotive, at the waiting station and will work with Mr. Dayhoff and Mr. Wilt to see how close they can get to the highway. Ms. Burroughes asked if the walking path was okay. Mr. Dayhoff stated he was not a 100% sure. Ms. Pellegrino-Spear stated she also sent an email to Mr. Wilt asking if it was compliant.

Ms. Fulgham asked if there was any future expansion to the west. Ms. Pellegrino-Spear stated they didn't feel any more than four parking spots would be needed, but there is room in the back to park as well. They don't want to put additional through the railroads property.

Commissioner Martin made a motion to move forward with the plans for the Railroad Park; Mr. Fullerton seconded the motion, which passed by acclamation. Ms. Pellegrino-Spear stated she would incorporate Mr. Dayhoff in the plans before they finalize anything. Mr. Fry stated the plan was to approve in a conceptual fashion.

Agenda Item No. 5 - Discussion and action regarding re-paving basketball the basketball court at Pat Sandoval Park

Mr. Dayhoff stated he was approached by several members of the pickleball group and they had been looking at Greene Acres Park as a new location for them. This is one of the short-term improvements to repave the basketball court. To resurface it with asphalt was higher than using concrete. For \$24,600 Nick Griego can concrete the course. The advantage of the location is that if the weather got bad they could walk to Roy Walker.

Ms. Kelly Marshall, treasurer Clovis/Curry County Senior Olympics Board, gave a brief history of pickleball. They play at Roy Walker five times per week average from ages 12-20. Their proposal is to stripe the soon to be refinished outdoor basketball court for both basketball and pickleball. They already have the necessary equipment to play pickleball on the outdoor court.

Commissioner Madrid asked if they had the money to repave. Mr. Madrid stated they do have money in the reoccurring funds. Mr. Fry asked if it would only be used when Roy Walker is open. Ms. ??? stated three of the nets belong to their group. So they could check them out on a Friday and return them on Monday.

Commissioner Martin asked how many courts they were looking at. Ms.????? stated they walked out 2-3. Commissioner Martin asked if there would be a problem with it also being a basketball court. Ms. Marshall stated they both occupy the same place now in Roy Walker and have no problems. Mr. Fry stated it is unplayable right now. Commissioner Martin asked if the added expense would be striping only. Mr. Dayhoff stated it would.

Commissioner Martin made a motion to repave the basketball court at Pat Sandoval Park and add striping to the court to allow for 2-3 courts; Mr. Fullerton seconded the motion, which passed by acclamation. Mr. Dayhoff stated this would be on the next commission agenda.

Agenda Item No. 6 - Discussion and action regarding walking trails at Hillcrest Park

Mr. Dayhoff stated after researching crusher fine is the best way to go for the walking trails. If they add an adhesive they will hold the crusher fine longer. Hamilton did some sample trails for them and it didn't make too big of a difference. They could utilize the old cart paths and would only have to install 1.6 miles of crusher fine. If they buy the materials and have the contractor do the labor it will cost \$61,000 without the adhesive. For an 8 foot trail it will cost \$74,200. They have \$100,000 designated from the commission. Other improvements to the trails would be more benches, possibly every quarter mile and more signage. The contractor recommended putting a ground sterilizer before they put the crusher fine down to prevent vegetation. The tax is included on the labor and should cost around \$80,000 with GRT.

Commissioner Martin stated the non-adhesive looked more like gravel. He asked how long the cart paths have been there without not having anything done to them. Mr. Dayhoff stated probably 5-6 years. Commissioner Martin stated there are areas of the path that don't have any problems. He did not think they needed the adhesive.

Ms. Delk asked if the price included the cost of the benches. Mr. Dayhoff stated it did. The cost was \$2800 for the benches. He stated they will have to get three bids for the material and the labor.

Ms. Burroughes asked if there would be any lighting. Mr. Dayhoff stated if they do they will look at the solar lighting, but they don't know that they want people there after dark. Ms. Pellegrino-Spear asked if

this would be on the same path as the ones they use for 5Ks. Mr. Dayhoff stated it is a popular path and could be used.

Mr. Fullerton made a motion to approve the walking trails at Hillcrest Park at 8 feet; Ms. Delk seconded the motion, which passed by acclamation.

Agenda Item No. 7 - Discussion and action regarding constructing a new bathroom in the CYSA area at Hillcrest Park

Mr. Dayhoff stated this is an item that is on the short-term recommendation list. They tried to center it in the center of the soccer location. The only issue was trying to figure out sewage. In order to install septic tanks they would have to go by the number of parking spaces and they were going to make them build two large septic tanks. Two Horse Construction recommended a two-pump grinder that will grind and pump the sewage and allow them to connect to the Aquatic Center. The proposal for the restroom which would be the same as Dennis Chavez and Potter Park would be around \$61,000 but the double pump grinder will cost another \$20,000. They have \$114,000 designated from reoccurring funds for this.

Mr. Fry asked if the Parks department would have maintenance over the restrooms. Mr. Dayhoff stated they would maintain the bathroom. The bathroom at Potter Park has not been a problem, but Dennis Chavez has been a problem. It is currently closed because of vandalism. He asked the contractor to install a double gate for the bathrooms at the CYSA and prevents people from getting people to the metal door. This added another \$1,000 to the cost, but it would be worth it.

Mr. Trask if they were just approving the location. Mr. Dayoff stated the location and to begin construction. Mr. Williams asked if they could be any closer to the clubhouse. Mr. Dayhoff stated after visiting with contractors and Don Aragon they felt this was an ideal location, but he would be open to looking at putting it closer to the parking lot.

Ms. Delk made a motion to begin construction of bathrooms at CYSA; Mr. Trask seconded the motion, which passed by acclamation.

Agenda Item No. 8 - Discussion and action regarding future use of former pool area at Colonial Park Golf Course

Mr. Dayhoff stated he asked the committee to come up with ideas for the old pool area at Colonial Park Golf Course. Public Works is supposed to fill the pool and compact the area in the next couple of weeks. The concrete area is in poor shape and unlevel. Commissioner Madrid asked how much this would cost. Mr. Dayhoff stated it would depend on what they decide to do with the area.

Ms. Delk stated a sitting area would be nice. Commissioner Martin stated it would be nice to have some sort of landscaping with a sitting area. He asked if there were any other alternative uses. Mr. Dayhoff stated it would cost \$1 million to bring the pool up to code. Commissioner Martin stated having an outdoor area in conjunction with the clubhouse would add to it. Mr. Dayhoff stated he could come up with a design and a few estimates.

Commissioner Madrid asked how much it would cost to cement the area. Mr. Dayhoff stated he has not gone out for a proposal. He stated he would get quotes for a sitting area with landscaping.

Commissioner Martin stated landscaping on the edge could be an alternative to allow for tables and tenting.

Commissioner Martin made a motion to postpone this item until a future time; Mr. Trask seconded the motion which passed by acclamation.

Agenda Item No. 9 - For the good of the order

a. Update regarding Proposed Shooting Range

Ms. Burroughes stated Commissioner Madrid, Commissioner Martin, Commissioner Bryant and her met with Game and Fish last week. One of the recommendations is for a private group to be the management group of the range. This facility would include a building, indoor archery, hunter education area, airgun and bathrooms. Bill Adams is spearheading this project at the moment and is coming up with a plan. Once the plan is complete they will send it to Game and Fish who will contract with Bohannon Houston. They will need to do an environmental impact study which is required for the grant. Clovis Archer and Wing Training Shooting Center will be the name of the facility. The board of directors will be a non-profit group and will consist of various groups as well as the City of Clovis.

b. Update regarding disc golf

Ms. Burroughes stated Mr. Richards legal opinion was that this developed the area into a park and they are not allowed to in the contract with Nancy Jane Goodwin. They have contacted the Disc Golf group and told them they would continue to work with them, but could not use the area legally. Commissioner Martin stated in effect they have a park there anyway. Mr. Fry stated he seemed to think the further development of it into a park is where they get into conflict of use.

c. Update on projects

Mr. Dayhoff stated Nick Griego got the MADS location graded and had to stop to continue a previous project. They will lay the concrete late next week. The windows will be installed in the Colonial Park banquet room.

d. Next meeting date and time

Ms. Reyes advised the next meeting would be February 27th.

Agenda Item No. 10 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:56 p.m.

CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA

5:30 p.m.
Monday, March 6, 2017

Assembly Room
City Hall
321 N. Connelly, Clovis

1. Call to Order
2. Roll Call
3. Approval of minutes of January 30, 2017
4. Discussion and action regarding High Plains Motor Speedway improvements, Brad Harris
5. Discussion regarding Christmas Nites at the Zoo, Patsy Delk
6. Discussion and action regarding the Archery & Winged Shooting Training Center, Mark Dayhoff
7. Discussion regarding swimming pool at Colonial Park Golf Course, Mark Dayhoff
8. For the good of the order
 - a. Great American Cleanup, May 6, 2016, 500 Sycamore
 - b. Update on projects
 - c. Next meeting date and time
9. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session Monday, March 6, 2017 in the Assembly Room, Bert Cabiness City Government Center, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Fidel Madrid, Chairman
Commissioner Tom Martin
Ms. Patsy Delk, Curry County Representative
Mr. Richard Trask, AYSO
Mr. Jamall Williams, District 2
Commissioner Gary Elliott
Mayor Pro Tem Juan Garza
Ms. Eva Wheeler-Sagio, District 1
Mr. Cliff Kuchta, District 4

ABSENT:

Ms. Wilma Fulgham, District 3
Mr. Dale Fullerton, Clovis Schools

ALSO PRESENT:

Mr. Mark Dayhoff, Parks Director
Mr. Larry Fry, City Manager
Ms. Claire Burroughes, Administration
Ms. Vicki Reyes, Administration
Members of the public
News Media

Commissioner Madrid called the meeting to order at 5:32 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of January 30, 2017

Commissioner Madrid advised he would like to move Item Number 5 up one on the agenda.

Mayor Pro Tem Garza made a motion to approve the minutes of January 30, 2017 as presented; Mr. Kuchta seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action regarding Christmas Nites at the Zoo

Ms. Delk stated she had several people approach her about the Christmas Nites and asked how much money it was costing the city. Mr. Vince Romero, zoo director, stated it doesn't cost the city anything but comp hours. It is all done through donations. There were about 3,500 people last year. The support groups provide all of the coco and candy and the city purchases lights. They spent about \$3,500 for lights and the CATS bus didn't run this year. Ms. Delk asked if it was worth putting this on. Mr. Romero stated people do appreciate it. Mayor Pro Tem Garza stated the lights utilized are coming from the Lodger's Tax funds as well so the city is not using tax payers money. Ms. Delk thanked Mr. Romero and the zoo staff for the job they do.

Agenda Item No. 5 - Discussion and action regarding High Plains Motor Speedway improvements

Mr. Brad Harris, general manager High Plains Motor Speedway, stated they had a lighting issue on the race track last season and they are basically out of power. They would also like to update the bleachers. The cost of the lights is \$47,000 for 45 1,000 watt LED, the bleachers are 73 feet long with 400 capacity seating and they need at least 800 capacity. They are \$24,900 apiece. The grandstands haven't been updated in 25 years. He stated he understood there was easement money. Mr. Dayhoff stated the easement money from Xcel and Tres Amigas was around \$160,000. The MADS group was displaced because of the powerlines and the cost to move them was \$147,000 so that leaves \$13,000 left in the fund. Mr. Harris stated it would help if they could get half for the bleachers and half for the lights.

Mr. Harris stated they run May through October every weekend. They also run motocross, but he isn't sure of their schedule. Mayor Pro Tem Garza stated he would like to see what else they can do to help this group. He stated they have not identified a funding source. Mayor Pro Tem Garza made a motion to table.

Mr. Kuchta asked if the money from Lodger's Tax has been disbursed. Mayor Pro Tem Garza stated there will be another meeting in April but that money cannot be used for improvements. Mr. Kuchta asked if they draw a lot of revenue from the fans and racers. Mr. Harris stated they have been doing more advertising and they have cars coming from out of town. He stated they generate revenue but not enough for this. If they switch to LED lights it could reduce their electric bill.

Commissioner Elliott asked where the prize money came from. Mr. Harris stated they come from entry fees. They try to pay the insurance and utilities through the fan base.

Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 6 - Discussion and action regarding the Archery & Winged Shooting Training Center

Mr. Dayhoff stated after many meetings and changes they have completed a preliminary plan. It will be located on CR 17. The estimated price does not allow any cost for the archery range to move because they decided to stay where there. That estimated cost is \$862,623.

Mr. Adams stated they are going to put barbed wire fencing around the perimeter. They put in a kitchen, but it is the same size. He stated the state might fund half of the project. Ms. Burroughes stated there is state and federal funding. They have to do an environmental assessment which Mr. Dayhoff is working on. Mr. Dayhoff stated he has not received a quote for that. Ms. Burroughes stated once that is done they will send the application to the state. She stated a group of them met with Game & Fish two weeks and they went over what else the city would need to apply for funding. The city will have to contribute to this as well. Mayor Pro Tem Garza stated any improvements that the shooters will do can be used as in-kind.

Commissioner Elliott asked how many acres it would be. Mr. Adams stated it is 82 acres. Ms. Burroughes stated the appraisal of the property can be used as a match as well.

Mr. Adams stated the management would include a president, vice president, directors from archery, trap and skeet, Olympics, ROTC, city and a secretary/treasurer. There will also be a membership rate and a day use plus paying for the rounds of trap. Commissioner Madrid stated this facility will be open to the public. Mr. Adams stated if trap or archery wants the range then the public will not be able to utilize

it, but for four days a week from 8:00 a.m. – 6:00 p.m. it will be open to the public. Ms. Wheeler- Sagio asked how many employees they would have. Mr. Adams stated there would be one full time person and they will have volunteers to assist as well. Ms. Wheeler-Sagio asked how many volunteers they would have. Mr. Adams stated they don't have anything set yet, but thought they could have at least 3 volunteers at all times.

Ms. Wheeler-Sagio asked if this was different than the project that was turned down last year. Mayor Pro Tem Garza stated it was different.

Ms. JoAnne Winslow, Clovis Bowhunters, stated they talked about the city possibly being able to contribute \$100,000 to fix the facility they have now. Commissioner Madrid stated the \$100,000 was when everything was included, but that's only if the archery range will agree to open to the public four days a week. Federal money cannot be used if it is a private membership. Mr. Bill Coburn asked if they could find volunteers to be there four days a week, but still allow their members 24 hour access, would they be able to apply for federal funds. Commissioner Madrid stated they could include it in the application then. Mayor Pro Tem Garza asked what their hours of operation were. Mr. Coburn stated their members are allowed any time. Ms. Burroughes stated she could ask if it would be allowable to have the facility open to the public for four days and then open only to members the remaining.

Mr. Adams stated the archery range asked for an additional 40 acres and they would build their own fence. Commissioner Martin stated he understood that it had to be open to the public, but does it have to be manned. Ms. Winslow stated it would because of their insurance. Ms. Burroughes stated she could ask Game & Fish. Commissioner Madrid stated the only problem would be with the t-posts. Mr. Coburn stated there is an existing fence. He asked if they would have a problem with them moving those. Mr. Dayhoff stated he had no problem with that.

Mr. Williams asked if there was an estimated cost of admission to the public. Mr. Adams stated trap is \$8 per person and archery is \$6-\$7 per person per day. That is just range use. On trap they would have to pay a certain amount for every round they shoot. Mr. Williams asked what a membership fee was. Mr. Adams stated they are planning to charge \$100 a year for a group or membership fee. Ms. Delk asked what the other charges would be. Mr. Adams stated they would pay for each round that they shoot. These numbers are close to what they will charge. Ms. Burroughes asked what they were going to sell. Mr. Adams stated they would not sell ammunition and the clays go through the trap machine. They will either use cards or tokens for the rounds.

Ms. Burroughes asked if the building would be available to rent. Mr. Adams stated as long as the group is associated with one of the groups or associated with guns or archery. Ms. Burroughes asked if there would be hunter education in the facility. Mr. Adams stated there would be.

Mr. Kuchta asked if they have any amounts on what the feds or state will contribute. Commissioner Madrid stated they won't know anything until they turn in the application. Ms. Burroughes stated it would be a 3-1 match and some of the city's match could be in-kind. The city would have entered into an intergovernmental agreement to dedicate this land for a period of time to utilize this facility. It wouldn't impact the city's rights to put anything else on the property. Mr. Kuchta asked if the commission would want dollar figures. Mayor Pro Tem Garza stated they are only doing preliminary planning. All they are doing is approving the plan to go to the state. Ms. Burroughes stated they will be asking the commission for approval to apply for funding.

Mr. Trask asked what the point of the barbed wire fence was. Mr. Adams stated the state will not spend that much on a fence but can fund a barbed wire fence. If it warrants them to add chain link they will do down the road. He stated it would be five feet tall.

Commissioner Elliott made a motion to take this item to the city commission; Mayor Pro Tem Garza seconded the motion. Commissioner Madrid asked if they were going to include the money for the archery range. Ms. Burroughes stated she would have to get clarification from the state regarding whether or not they can include it and if they say yes then it will be included, but if not they will have to discuss this at another meeting. She stated she will ask whether or not they are allowed to have it open for four days a week, whether it has to be manned and whether the other three days can be utilized for private use. She asked for this to be included in the motion. Commissioner Elliott amended his motion; Mayor Pro Tem Garza seconded the motion, which passed by acclamation.

Mr. Adams stated once they get this through the city commission and go to the federal government then they can start canvassing. Ms. Burroughes stated they can work on a budget. Commissioner Madrid stated most of the shortage was going to be when the city was going to manage it.

Commissioner Madrid asked when the archery group needed the 40 acres. Mr. Coburn stated they are trying to do joint shoots with Portales. Ms. Winslow stated their field can hold 50 targets and they would like put up 100. Commissioner Madrid stated they could place this on the next agenda. Mr. Coburn stated the only thing they would need is line to know where they can mark it off. Ms. Burroughes stated they would need to speak with the city attorney to put together an agreement.

Agenda Item No. 7 - Discussion regarding swimming pool at Colonial Park Golf Course

Mr. Dayhoff stated the concrete needs to be completely torn out. He would like to look at the cost of an outdoor fireplace. He has had problems getting an estimate on the landscaping. To tear out the concrete and repave it would cost \$50,000 which was the lowest bid. They will also install a 16-foot gate on the east side of the lot. To tear out stucco and place the gate would be \$26,400. He also wanted to get a price for solar lighting.

Commissioner Martin asked if something in the middle would help. Mr. Dayhoff stated he thought about putting something in the middle. Mr. Burroughes asked if they could put some planters or something that is moveable. Mayor Pro Tem Garza stated he mentioned putting benches in the area.

Agenda Item No. 8 - For the good of the order

Great American Cleanup

Ms. Burroughes stated the Great American Cleanup will begin at 8:00 a.m. at 500 Sycamore on May 6th.

Update on projects

Mr. Dayhoff stated they just completed the windows at Colonial Park and painted the ballroom. MADS completed the concrete runways and they need to move the boxcar and run electricity. The basketball court and pickle ball court were completed last week. Hillcrest walking trails should be started in the next couple weeks by Griego and Sons. The ponds will be filled this week for the reuse system.

Commissioner Martin stated there were several things that Colonial Park wanted taken care of. Mr. Dayhoff stated the painting and windows were completed. The south side of the building will have to be

looked at because of funding. Commissioner Martin stated there were several things they pointed out with regards to the windows. Mr. Dayhoff stated it was more of a cosmetic issue and the contractor filled in the windows and covered it with wood trim.

Ms. Burroughes stated the anchor coming from the US History and Heritage Command will be here on March 13. It will be painted and restored by the Eagle Scouts. ROTC has volunteered to paint F111 at Veterans Park during spring break.

Next meeting date and time

Ms. Burroughes stated the next meeting would be at 5:30 p.m., Monday, March 27th.

Agenda Item No. 9 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:50 p.m.

**CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA**

**5:30 p.m.
Monday, March 27, 2017**

**Ingram Room
Clovis-Carver Library
701 N. Main**

1. Call to Order
2. Roll Call
3. Approval of minutes of March 6, 2017
4. Discussion and action regarding High Plains Motor Speedway improvements, Brad Harris
5. Discussion and action regarding Ned Houk Park archery range, Mark Dayhoff
6. For the good of the order
 - a. Update on projects
 - b. Next meeting date and time
 - i. April 24th, 5:30 p.m.
7. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

Mr. Harris stated the ones they have at Ned Houk Park are functional but his concern is the lighting on the track. Commissioner Elliott asked if the Parks bleachers that are not up to code were going to be discarded. If they are going to be discarded they could have improvements done to them for High Plains Motor Speedway, and side rails welded on. Ms. Burroughes asked Mr. Dayhoff if he was planning on putting new bleachers on their wish list this year. Mr. Dayhoff stated they were and put 6-8 sets on the list last year as a request. Ms. Burroughes suggested they look to see if the welding shop could do any repairs.

Commissioner Martin asked how long the track had been at Ned Houk Park. Mr. Harris stated it has been there 27 years. Commissioner Martin asked what obligation the City had to the racetrack. When he was on the Lodger's Tax Advisory Board Ned Houk Motorsports would ask for money each time. He wondered if the city should get in or get out of the racetrack business. They need a ton of help and he didn't know if the City was willing or able to provide that. Mr. Dayhoff stated the City has no obligation to make improvements at the race track. They let them utilize the road grader and do some mowing. Commissioner Martin asked if the city provides bathrooms, lighting, etc. for other entities. Mayor Pro Tem Garza stated recently they built some bathrooms at the little league fields, but that was part of the total package for Potter Park. When the civic center came in the lodging tax money went to pay for this. The City is not responsible for the race track. They have a lot of agreements with other organizations and they are not responsible for those facilities. Commissioner Madrid stated the bathrooms that were put in were put in the parks and not for the individual organizations.

Mayor Pro Tem Garza stated the Finance Committee has not met yet to discuss any funding for this. He felt they needed to do something to help them, but they are not sure how much.

Commissioner Madrid asked if they had welders to repair the bleachers if they were to get the ones from parks. Mr. Harris stated they do have someone that can do the welding. Commissioner Madrid stated they will meet with the Finance Committee in about 3 weeks and should know more. Commissioner Martin asked if they could find out what monies the city has expended for the racetrack. Mr. Dayhoff stated the bathrooms were installed by the City many years ago. Commissioner Martin felt if this has been going this long and is part of the City, then they need to do something.

Commissioner Martin made a motion to table until they can discuss this at the Finance Committee meeting; Mayor Pro Tem Garza seconded the motion, which passed by acclamation.

Agenda Item No. 5 - Discussion and action regarding Ned Houk Park archery range

Mr. Dayhoff stated they met with the Bow Hunters who decided not to include any improvements on the proposed federal & state grant application for their current area, for several reasons including the cost of the environmental assessment for the 100 acres at their current location. The grant would also reduce the amount given for the improvements because archery committed to being open 2 days a week for the public. They cannot apply for two indoor archery facilities on one grant application.

Mr. Adams stated the archery range needs electrical work, material for the fence, t-posts, structural repair and enclose the west side for the office which is a cost of \$13,000. The bow hunters would also like to have the other 40 acres that were discussed at the last meeting. If they can fund this out of City funds then they can proceed with the shotgun range. Archery would be responsible for their own bathrooms at this price.

Commissioner Elliott stated archery is agreeable and that would get the building usable. Ms. Burroughes stated archery thought they could find some money by May from their program to help with the cost of repairs to their current area. Mr. Kuchta asked if they discussed electrical and water. Mr. Adams stated they discussed electrical. Commissioner Elliott moved for approval of the \$13,000 plus the 40 acres; Mr. Kuchta seconded the motion, which passed by acclamation.

Agenda Item No. 6 - For the good of the order

Update on projects

Mr. Dayhoff stated the pickleball court was completed last week. Nick Griego and Sons started the walking trails in Hillcrest Park today. The signage and extra benches were ordered as well.

He is still trying to get proposals for the Colonial Park pool area. Public Works has removed most of the concrete which will save the city some money.

Ms. Delk stated they are running into some problems with the Pappy Museum. The problem is getting people interested in the museum. They are putting together a business to plan to bring to the city. It is going to take a lot of money and work to get this going.

Ms. Fulgham stated Lexi Myers and herself met with Ms. Burroughes and Mr. Dayhoff regarding the Pioneer Days Parade. They would like to bring the activities to Hillcrest Park instead of going to the Fairgrounds. They have come up with an idea of having a Rodeo Tailgate. They will have vendors after the parade and have the floats on display at the park. They don't want to lose the chuckwagon aspect and will work on having 2-3 there as well. The chamber wants to emphasize that this is the 10th year for Special Ops at Cannon as well. Ms. Burroughes stated they will be in the area where the Ethnic Fair is usually set up. They will come to the commission to ask for a waiver of the YRB and charging \$1 entry fee for the zoo. Mr. Dayhoff stated also soccer will be over by then. Mayor Pro Tem Garza stated music would be a good part of this as well. Ms. Fulgham stated that is part of the planning as well.

Next meeting date and time

Commissioner Madrid advised the next meeting would be at 5:30 p.m., Monday, April 24th.

Agenda Item No. 7 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:08 p.m.

**CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA**

**5:30 p.m.
Monday, April 24, 2017**

**North Annex
Clovis-Carver Library
701 N. Main**

1. Call to Order
2. Roll Call
3. Approval of minutes of March 27, 2017
4. Discussion and action regarding High Plains Motor Speedway improvements, Brad Harris
5. Discussion and action regarding improvements to former Colonial pool area, Mark Dayhoff
6. For the good of the order
 - a. Update on projects
 - b. Next meeting date and time
 - i. May 22nd, 5:30 p.m.
7. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, April 24, 2017 in the North Annex, Clovis-Carver Library, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Fidel Madrid, Chairman
Commissioner Tom Martin
Commissioner Gary Elliott
Mayor Pro Tem Juan Garza
Ms. Eva Wheeler-Sagio, District 1
Ms. Wilma Fulgham, District 3
Mr. Cliff Kuchta, District 4
Mr. Carlos Molina, Disc Golf

ABSENT: Ms. Patsy Delk, Curry County Representative
 Mr. Jamal Williams, District 2
 Mr. Dale Fullerton, Clovis Schools

ALSO PRESENT: Mr. Mark Dayhoff, Parks Director
 Mr. Larry Fry, City Manager
 Mr. Tom Phelps, Interim City Manager
 Ms. Vicki Reyes, Administration
 Mr. Bill Adams
 Mr. Brad Harris
 News Media

Commissioner Madrid called the meeting to order at 5:31 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of March 27, 2017

Mayor Pro Tem Garza made a motion to approve the minutes of March 27, 2017 as presented; Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action regarding High Plains Motor Speedway improvements

Mr. Brad Harris stated they have done the improvements they can with the money they have. Chris Moreno is a dealer for stadium lights and came back with quotes but they are the same as the previous quotes. They are a sister track with Lubbock Motor Speedway and both tracks run off of points. They race on Friday and Clovis races on Saturdays. Commissioner Madrid asked how many people they get in attendance. Mr. Harris stated they had about 90 cars in the pits, 3,000 people in the stands and 1500 people in the pits last weekend. He stated if they have bad lighting they won't have racers and this track is very dark. They've taken the lights from the go car track to replace their lights.

Mayor Pro Tem Garza asked what time their races start. Mr. Harris stated they start at 6:00 p.m. Ms. Wheeler-Sagio asked what kind of income was there before. Mr. Harris stated when he took over there

was \$1800 in the account and there is about \$6,000 now. They want to switch to LED to cut down on costs as well. Commissioner Madrid asked how much the lights cost. Mr. Harris stated it would be 45 fixtures total and they are \$800 a piece with \$1,000 setup. May 6th is opening night and they race through October. Total price for 45 lights would be \$45,000 or \$30,000 for 30 lights and bleachers would be \$26,713. Commissioner Madrid asked if they could use the bleachers that Parks had. Mr. Harris stated they do not sit up high enough. Commissioner Elliott asked if they could get by with \$30,000 for the track only. Mr. Harris stated they could. Commissioner Elliott asked if they could refurbish the bleachers. Mr. Harris stated they have wooden bleachers now and their insurance is higher because of that as well. That is why they are looking at aluminum bleachers. One set will seat 409.

Ms. Wheeler-Sagio asked how long it would take to get the money back. Mr. Harris stated it was hard to say because most of their money goes into maintenance. He stated they could get their money back in maybe 5 years. Commissioner Martin asked if they could get a spreadsheet with numbers and projections that would be helpful.

Commissioner Madrid asked if the bleachers or the lights were more important. Mr. Harris stated the lights would be more important because of the racers. Mayor Pro Tem Garza stated they need to remember that this is a city owned property and they will be liable. He stated the finance committee had a meeting and they can do a one-time thing for \$50,000 and help them get going. Mr. Fry stated the special parks fund has \$200,000. Commissioner Madrid stated they spoke more about the bleachers. Commissioner Elliott asked if there was a possibility to come up with another \$6,000 for part of the lights. Mr. Harris stated they won't need any more power if they get the LED lights. Mr. Fry stated it is a possibility. He stated if the city makes the investment but Ned Houk Motorsports realizes the savings then there isn't a payback. Mayor Pro Tem Garza stated they would be better off with the minimum than no lighting at all. Ms. Wheeler-Sagio asked if they could help with the \$6,000 they have in their account. Mr. Harris stated that money is for the payout.

Commissioner Madrid asked if the drivers from Lubbock stay the night. Mr. Harris stated some of them do. Commissioner Elliott asked if the bleachers are on hand. Mr. Harris stated they have them on hand and the shipping is \$3,000, but he could pick them up if necessary.

Mr. Dayhoff stated he did not mind them helping but they have an issue with the old irrigation system at Hillcrest and he'll be asking for money for that on the wish list which could come out of the Parks Improvement Fund. Commissioner Madrid asked what other account they spoke about. Mr. Fry stated they talked about lodger's tax. Mr. Dayhoff stated they could pay for the bleachers out of parks, but he doesn't want the account to get too low. Mayor Pro Tem Garza stated if they keep going into the lodger's tax fund that takes away from the expansion of the civic center. If they do this now then they will have other groups coming to ask for money from that account too.

Mayor Pro Tem Garza asked if they had anything in the general fund. Mr. Fry stated it would be up to the commission to decide on significant needs. Mayor Pro Tem Garza stated they don't work much with the softball association and the soccer groups because they are all self sufficient. They need to work on an agreement with Mr. Richards for a one time agreement.

Commissioner Martin asked if in three years they could pay the city enough to repay those improvements. He stated it was tough for the city to front the money unless there was a way to work out a rental agreement. He asked if they could enter in to an agreement where they would make

payments to the city for 3 years. Mr. Harris stated they still have upkeep costs as well. Commissioner Martin stated whatever rent they would pay to the city would be less than what they would be saving. Mayor Pro Tem Garza stated he did not think that was a possibility because they don't do that with other groups. Mr. Fry stated there are some savings to be realized. Mayor Pro Tem Garza asked if that money for Potter came from the state. Mr. Dayhoff stated it was. Commissioner Martin stated if they talked to Mr. Richards and it is a win win situation for everyone then he didn't see why they couldn't enter into one. Commissioner Madrid asked if softball and soccer were supposed to pay something back to the city. Mr. Dayhoff stated the league agreement is a fee per participant, \$2.00 for children and \$3.00 for adults.

Mr. Kuchta asked what the entry fee was per car. Mr. Harris stated \$25 per car, entry is \$5.00 and \$25.00 for everyone person they bring into the pit.

Mr. Phelps stated they could work with Mr. Harris and Mr. Richards to put together a business plan to bring back to this committee and they can work from there. Mayor Pro Tem Garza made a motion to table until they get more information. Mr. Kuchta asked if this could be done before the first race. Mr. Harris stated he is worried about that but their first race is May 6th and a big race on May 20th.

Commissioner Elliott asked how much the bleachers are. Mr. Harris stated the bleachers are \$26,730. Mr. Dayhoff stated they would have to do a budget change and have the commission approve it at the first meeting in May. Mr. Fry stated they would. They could not order until the budget transfer goes through. Mr. Adams asked Mr. Harris if he could pick up the lights. Mr. Harris stated the bleachers are in Connecticut, but he would go if he had to. Ms. Wheeler-Sagio asked if that was the only place he could find bleachers. Mr. Harris stated that was the only place he found with a good solid 18 gauge bleacher. Commissioner Madrid asked if they pay for the bleachers could they come up with a business plan for the lights. Mr. Phelps stated they could. Commissioner Elliott made a motion to approve \$27,000 for bleachers out of the parks fund; Mayor Pro Tem Garza seconded the motion, which passed by acclamation.

Agenda Item No. 5 - Discussion and action regarding improvements to former Colonial Pool area

Mr. Dayhoff stated this project is on the master plan medium term improvements. Public Works tore out most of the concrete and in the process they took out part of the wall so that will have to be replaced. The metal shelter was removed and that will be in reinstalled. They will do seven solar lamp posts, a gate on the east side and there will be a bubble rock feature. The cost of repairs will be \$77,864 with extra repairs (repair and color coat the south wall, install 1 metal door on the south wall and new LED fixtures for the parking lot) at \$11,277 with a total cost of \$89,141. Money for this project is designated for master plan improvements and there is \$200,000 in that fund for lighting.

Mayor Pro Tem Garza asked if they had a bid for the landscaping. Mr. Dayhoff stated they had one bid from Hamilton Landscaping. Mayor Pro Tem Garza stated if they put the shelter on the corner they could possibly eliminate the landscaping in that area. He asked if the lighting was including a 220 outlet. Mr. Dayhoff stated it did not. Mayor Pro Tem Garza stated they might need the 220 and he would like to see that there. Mr. Dayhoff stated they could add that. Ms. Wheeler-Sagio asked if they need the bubble rock feature. Mr. Dayhoff stated it is a nice feature, but they can change it. Commissioner Martin stated something in the middle would be nice and moving the shelter would be okay to do away with some landscaping.

Commissioner Martin asked about striping the parking lot. Mr. Dayhoff stated he was going to talk to public works because they can do that but parks will have to buy the paint. Mayor Pro Tem Garza asked if a bigger fountain would like nicer instead of something short. Mr. Dayhoff stated they were just going off of Hamilton's suggestion and maintenance. Mayor Pro Tem Garza asked what the height was. Mr. Dayhoff stated it would be about four feet.

Ms. Fulgham asked what the time frame is for this. Mr. Dayhoff stated he would like to have this done by July or beginning of August. Mr. Kuchta asked if the rock would be lit. Mr. Dayhoff stated it would be easy to put ground lights.

Commissioner Martin moved for approval contingent upon the addition of the 220 not exceeding \$2,000; Commissioner Elliott seconded the motion, which passed by acclamation.

Mr. Adams stated if they move it to the corner then they push everything in the center. Commissioner Martin stated they need to talk to the landscaper.

Agenda Item No. 6 - For the good of the order

Update on projects

Mr. Dayhoff stated the hillcrest trails were completed last week and the signs will be out soon. The bathrooms at CYSA are still ongoing.

Mr. Harris asked if the walking trails were being maintained at Ned Houk Park. Mr. Dayhoff stated they try to smooth them once a year and they haven't been. He stated it gets washed out a lot.

Commissioner Madrid stated the next meeting would be at 5:30 p.m., May 22nd.

Agenda Item No. 7 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:38 p.m.

CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA

5:30 p.m.
Monday, June 26, 2017

Assembly Room
Bert Cabiness City Government Center
321 N. Connelly

1. Call to Order
2. Roll Call
3. Approval of minutes of April 24, 2017
4. Discussion and action for 4-P Gun Club to host a sporting clay shoot to benefit the Ronald McDonald House at Ned Houk Park on September 30, 2017 and October 1, 2017, Shawn Perkins
5. Discussion and action for Mr. George Alvarado to operate a concession stand at the zoo, Vince Romero and George Alvarado
6. Continuation of discussion and possible action regarding the purchase of additional lighting at Ned Houk Motorsports, Mark Dayhoff and Brad Harris
7. Discussion regarding a disc golf course at Hillcrest Park, Mark Dayhoff
8. For the good of the order
 - a. Update on projects
 - b. Yard of the Month, New Mexico Clean & Beautiful
 - c. Next meeting date and time
 - i. July 24th, 5:30 p.m.
9. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, June 26, 2017 in the Assembly Room, Bert Cabiness City Government Center, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Fidel Madrid, Chairman
Commissioner Tom Martin
Commissioner Gary Elliott
Mayor Pro Tem Juan Garza
Ms. Eva Wheeler-Sagio, District 1
Ms. Wilma Fulgham, District 3
Ms. Patsy Delk, Curry County Representative
Mr. Cliff Kuchta, District 4
Mr. Carlos Molina, Disc Golf

ABSENT:

Mr. Jamal Williams, District 2
Mr. Dale Fullerton, Clovis Schools

ALSO PRESENT:

Mr. Mark Dayhoff, Parks Director
Ms. Claire Burroughes, Assistant City Manager
Ms. Vicki Reyes, Assistant City Clerk
Mr. Bill Adams
Mr. Steve Aikens, Ned Houk Motorsports
Ms. Laurie Perkins, 4-P Gun Club
Mr. George Alvarado
Mr. Vince Romero, Zoo Director

Commissioner Madrid called the meeting to order at 5:31 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of April 24, 2017

Commissioner Elliott made a motion to approve the minutes of April 24, 2017 as presented; Mr. Kuchta seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action for 4-P Gun Club to host a sporting clay shoot to benefit the Ronald McDonald House at Ned Houk Park on September 30, 2017 and October 1, 2017

Ms. Laurie Perkins stated they have been asked to hold this shoot to help give back to the community. They are proposing to do this on CR 17, which is where the proposed shooting range will be. There could be 30-125 participants. Target Sports will provide the machines and their insurance as well as the 4-P Gun Club's insurance will cover the event. The gun club will be responsible for cleanup before and after. One of the instructors is a former law enforcement officer. They will rope off the area so people are only allowed in specific areas. The reason they picked this place is because the terrain is good for sporting clays.

Mayor Pro Tem Garza asked what 4-P stood for. Ms. Perkins stated there four Perkins. Mayor Pro Tem Garza stated this was a good idea and a good test for what they want at the range. Commissioner Elliott asked if the environmental impact study had been done. Mr. Dayoff stated it had not. Commissioner Elliott stated that would have to be done fore this could happen and there are also no guns allowed at Ned Houk. Mr. Dayhoff stated they would have to get a waiver for the guns. Commissioner Elliott asked if this would have any effect on their application process. Ms. Burroughes stated they would have to ask the commission for a waiver. The concern about the environmental is a good concern and something they would have to clarify with game and fish.

Commissioner Madrid asked when they are going to get the EPA. Mr. Adams stated they are waiting on the plans. Mr. Dayhoff stated when Bohannan Huston gets the final draft then they will proceed.

Mayor Pro Tem Garza asked how soon they need an answer. Ms. Perkins stated as soon as possible. They haven't advertised yet, but need to know whether or not they need to find a new location. Commissioner Elliott stated they were told it could be up to a year before they find out if they had the 3-1 match. Commissioner Madrid asked what the timeline was for the EPA. Ms. Burroughes stated they could not do anything until they hear from Bohannan Huston. Commissioner Elliott stated they don't know how many acres they have.

Mayor Pro Tem Garza asked if they have asked anyone else to use their land. Ms. Perkins stated she was not aware of him asking anyone else. Commissioner Elliott asked if the new plan that was sent to Bohannan Huston had some type of buffer zone. Ms. Burroughes stated they revised the drawings which were sent to Bohannan Huston. They want to put a 10 foot metal fence and have asked Jessica Fisher if this is possible.

Mr. Kuchta asked if they need a sloping terrain. Ms. Perkins stated it would be better. Mr. Kuchta stated the area where the archery group is might be a good space. Mayor Pro Tem Garza stated they need to get some answers from the city attorney and Jessica Fisher.

Commissioner Martin stated Commissioner Elliott brought up some excellent points. He stated this was an excellent idea, but he is concerned about jumping the gun.

Commissioner Martin made a motion to table; Commissioner Elliott seconded the motion, which passed by acclamation. Ms. Burroughes stated this would come back to the parks board on July 24th.

Agenda Item No. 5 - Discussion and action for Mr. George Alvarado to operate a concession stand at the zoo

Mr. Romero stated the zoo has not had anyone in the concession area in 2 years. Mr. Alvarado stated he would like to sell snow cones, ice cream, drinks, fresh fruit, candy, etc. He stated he is going to start a food truck and can bring that in too. Mayor Pro Tem Garza stated this would have to go through the environment department. This is a good idea for someone to be in there. Mr. Romero stated he is the only one that has come to the zoo to ask to do this.

Commissioner Martin asked if there was any equipment there. Mr. Romero stated there is a Pepsi fountain, freezer and slushie machine. Commissioner Martin asked Mr. Alvarado if he was prepared to put in his own equipment. Mr. Alvarado stated he was. Commissioner Martin stated the environment

department are the ones that will decide what he can and can't serve. Mayor Pro Tem Garza asked if he would be doing this himself. Mr. Alvarado stated his son and brother would be helping him.

Ms. Delk stated the appearance of being professional is important to her. Mr. Alvarado stated he could have signs made. Mr. Dayhoff asked if this committee would determine the percentage of sales that goes back to the city. Mayor Pro Tem Garza stated they could use the same agreement as Baby J's. Mr. Dayhoff stated it was 5% up to \$15,000. Mayor Pro Tem Garza stated he is representing the city so it should be presentable.

Mayor Pro Tem Garza moved for approval; Commissioner Elliott seconded the motion, which passed by acclamation. Mayor Pro Tem Garza stated this would go before the commission for approval and they still need to look over the agreement.

Agenda Item No. 6 - Continuation of discussion and possible action regarding the purchase of additional lighting at Ned Houk Motorsports

Mr. Dayhoff stated Mr. Steve Aikens was sitting in for Mr. Brad Harris. Mr. Phelps and Mr. Harris came up with race fees and expense, revenue and possible user fees along with the payback period. He stated the payout for the last race was \$8,400. He would prefer the \$200 per race user fee which would take over 13 years to pay back.

Mr. Aikens stated the difference in the race track now compared to last year is incredible. They have gotten half of the new bleachers installed and the rest will be installed in the next week. They have also redone the new track. They are attracting cars from Ft. Worth, Amarillo, Lubbock, etc. They had 46 cars at their last race. The revenues that the track receives from word of mouth racers is significant. He spoke with a number of racers that came from out of town and prefer this track to Amarillo. The concession stand is now a money making concession as well.

Mr. Aikens stated the problem they have now is that they don't have any lights. Mr. Harris readjusted the lights that they have, but they are not bright enough and they are expensive to run. They could cover a larger area with the new LED lights.

Commissioner Martin asked what the length of the track was. Mr. Aikens stated he was not sure since they increased it. Commissioner Martin stated he had never been out there until the last race. He stated when the races started at 7:45 p.m. there wasn't an open seat. He stated he was very impressed.

Commissioner Elliott asked if they are looking at 13 years and \$200 a race. Mr. Dayhoff stated that was based off of \$30,000. Commissioner Elliott stated if they had some way to come up with the money it looks like a win win situation for the racers and the city.

Mayor Pro Tem Garza stated they collect user fees from the soccer fields so he did not see why they couldn't do this for them. Ms. Burroughes asked if the city would own the lights. Mr. Aikens stated he did not know. Ms. Burroughes asked who would maintain the lighting. Mr. Aikens stated the track could take care of them. Mr. Dayhoff stated they could outline all of that in the agreement.

Commissioner Martin stated he was not pleased about going out 13 years, but if the city maintains the ownership. Ms. Burroughes stated they could have an annual inspection done by parks.

Ms. Wheeler-Sagio stated when Mr. Harris presented this there was an idea that it would reduce the electricity cost. She asked if they could put that towards the refund to make it faster than the 13 years. Mr. Dayhoff stated if they have a good year he did not see why they couldn't pay more to get this paid off sooner. Mr. Aikens stated he did not see why Mr. Harris wouldn't want to do that.

Commissioner Martin stated he thought they were going to buy the lights back, but if the city is maintaining the ownership then it is more of them paying the city to "rent" them. In that case then there is no payoff period. If something were to happen to the track in that 13.64 years then the city could use them for something else. Mayor Pro Tem Garza stated whoever runs the facility in the future will have to go through the same user fee. Ms. Burroughes stated it would be a lighting user fee.

Commissioner Martin made a motion to enter into an agreement with High Plains Motor Speedway for a user fee of \$200 per race for 150 concurrent races; Ms. Delk seconded the motion, which passed by acclamation. Ms. Burroughes asked Mr. Dayhoff if the lights would be under the city's insurance. Mr. Dayhoff stated it would be.

Agenda Item No. 7 - Discussion regarding a disc golf course at Hillcrest Park

Mr. Dayhoff stated he was contacted by Mr. Patrick Kitten and they are still interested in a disc golf course at Hillcrest Park. They have been turned down for Hillcrest Park and Goodwin Lake Trails. The park has changed a lot in the last couple of years, but now everything is in place. Mayor Pro Tem Garza stated his concern is that there are more people walking in the trail. He stated he has been to Ned Houk Park and they block off the area where they are going to play and he doesn't want that to happen at Hillcrest Park. Commissioner Madrid stated he is hesitant too because there are a lot of people at Hillcrest.

Commissioner Elliott asked if there was any chance of them using Goodwin Trail. Ms. Burroughes stated the agreement between the city commission precluded any kinds of park activities at the site. There is no possible way that it could happen with the agreement. She stated Ms. Nancy Jane Goodwin is not agreeing to this. Commissioner Martin stated he would like to do something somewhere. He asked if there was any park facility that they could use. Mr. Dayhoff stated they have brought up different areas, but they weren't very excited about any others. Commissioner Martin stated they need to look for something.

Mr. Molina stated when they were looking at Hillcrest a while back they knew that it wasn't an option because it is filling up. They know that anything in town is hard to find. They do have some ideas and would like to discuss this more next month. Commissioner Madrid asked if they looked at Spencer Field. Mr. Molina stated they have not. Ms. Burroughes advised they were told it was not big enough.

Ms. Wheeler-Sagio stated the parks are being used a lot more especially with the promotion of the prescription trails. It lists every single park in the city.

Mayor Pro Tem Garza stated another option would be using some of their playa lakes. Mr. Molina asked if he has any suggestions. Mayor Pro Tem Garza suggested he speak with Mr. Dayhoff to see which playa lakes they could use. Ms. Burroughes stated they have a grant agreement with Playa Lakes Joint Ventures for the 801 playa and the Preavy Playa. The only one they don't have an agreement with is the Goodwin Playa. The Sorgen Playa, which is the one by Walmart has some significant acreage there that

the city owns. Mr. Molina stated he has looked at that one. Commissioner Madrid suggested they speak with Mr. Dayhoff.

Agenda Item No. 8 - For the good of the order

a. Update on projects

Mr. Dayhoff stated he would not be at the meeting on July 24th.

The landscapers are starting July 10th and the concrete pad is completely laid in the Colonial entertainment area. They will be painting and installing gates and doors. The Hillcrest irrigation system will be rewired July 5th. The capital outlay money was used to install a sidewalk at Potter Park and the deteriorated concrete at Beachum Field. They repaired the bathrooms at Potter Pool and Beachum as well. They need to do the Potter Pool lighting and that should be started soon. The MADS location needs electricity to the boxcar.

Commissioner Elliott asked if there was any way to repair the sign at Veterans Park. Ms. Burroughes stated a group came together to cleanup the park. With the completion of the anchor project it was \$16,000 and they had remaining funds. They did discuss the potential to re-stucco the wall. They can reauthorize that during the next legislative session.

Commissioner Martin stated the brick marker at 21st and Mitchell at Greene Acres looks very bad. Mr. Dayhoff stated they would look into it.

b. Yard of the month, New Mexico Clean & Beautiful

Ms. Burroughes stated if anyone would like to nominate a property please do so. This is funded in part by an account that the city has called Clovis and New Mexico Clean and Beautiful. Lowes, Burns Do It All, Hamilton's and Guthals sponsor this. The first recognition should happen at the first meeting in July. This was to encourage people to take pride in their community and homes.

c. New Meeting date and time

Commissioner Madrid stated the next meeting would be at 5:30 p.m., July 24th

Agenda Item No. 9 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:43 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA

5:30 p.m.
Monday, September 25, 2017

Assembly Room
Bert Cabiness City Government Center
321 N. Connelly

1. Call to Order
2. Roll Call
3. Approval of minutes of June 26, 2017
4. Discussion and action regarding proposed new design plan for 18 hole disc golf at Ned Houk Park, Teddy Guevara
5. Update regarding the Archery and Winged Shooting Training Center, Mark Dayhoff
6. For the good of the order
 - a. Update on projects
 - b. Report on Trek for Trash, 8:00 a.m. - 12:00 p.m., Saturday, September 16th
 - c. Next meeting date and time
 - i. October 23rd, 5:30 p.m.
7. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, September 25, 2017 in the Assembly Room, Bert Cabiness City Government Center, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Fidel Madrid, Chairman
Commissioner Tom Martin
Commissioner Gary Elliott
Mayor Pro Tem Juan Garza
Ms. Eva Wheeler-Sagio, District 1
Mr. Jamal Williams, District 2
Ms. Wilma Fulgham, District 3
Mr. Cliff Kuchta, District 4

ABSENT: Ms. Patsy Delk, Curry County Representative

ALSO PRESENT: Mr. Mark Dayhoff, Parks Director
Ms. Claire Burroughes, Assistant City Manager
Ms. Vicki Reyes, Assistant City Clerk
Mr. Bill Adams
Mr. Teddy Guevara, Disc Golf

Commissioner Madrid called the meeting to order at 5:30 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of June 26, 2017

Commissioner Elliott made a motion to approve the minutes of June 26, 2017 as presented; Mayor Pro Tem Garza seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion regarding proposed new design plan for 18 hole disc golf at Ned Houk Park

Mr. Teddy Guevara stated they have looked at various areas in town for disc golf and have decided that Ned Houk Park is a great space for them. He gave the committee a copy of the park showing where the baskets would be placed. Mayor Pro Tem Garza stated hole 13 goes across the pond and he is worried about the ducks and fishing. Mr. Guevara stated he did not think it was stocked anymore. Mr. Dayhoff stated it was not stocked.

Mr. Guevara stated they set up this course multiple times on the weekends from 8:00 a.m. – 3:00 p.m. and have had no run-ins with anyone. He stated holes 5, 6, 9 and 10 are across the street. Mayor Pro Tem Garza asked if hole number 4 was the only one close the picnic area. Mr. Guevara stated it was. He stated holes 9 and 10 are far enough away that it doesn't distract from the picnic area. Commissioner Madrid asked about holes 7 and 8. Mr. Guevara stated it plays about 100 feet away from the nearest

park bench. Commissioner Madrid stated there are a lot of people in that embankment. Mr. Guevara stated they could move the basket, which is why he was giving them three different options. Hole 8 plays to the left side of the baseball field and they have not had any problems with anyone in that area either. Mayor Pro Tem Garza asked if people would have the right-of-way on the roadways. Mr. Guevara stated they would and could use signage at every four holes.

Ms. Wheeler-Sagio asked how many baskets are already there. Mr. Guevara stated there are 9 there already. It is time for an update to the course. Hobbs, Lovington and Tucumcari have new courses. The baskets there are concreted and they are looking to put a new 18 hole with the older ones as an expansion. Ms. Wheeler-Sagio asked how much acreage it took up. Mr. Guevara stated the footage for every hole is 6700 feet.

Mr. Molina stated Corey Young is the eagle scout that installed the original 9 and the family has given their blessings. They only asked that if anything is done that they give it some type of name.

Ms. Fulgham stated she was glad they decided to look into Ned Houk Park. She asked how close this would be to the pavilion. Mr. Dayhoff stated there was not a hole close. Mr. Guevara stated they tried to stay away from the rented areas.

Commissioner Madrid asked if they would be playing on the weekends because it is busier then. Mr. Guevara stated they have played on the weekends during the summer. They have had 3-4 events and it has gone well with bigger turnouts.

Commissioner Martin asked what other public activities are in that area. He asked if they need to designate areas. Mayor Pro Tem Garza stated that's why he had questions about some of the holes. Mr. Guevara stated on hole 4 they will have to throw between two trees and no one has been able to reach the picnic areas. Mayor Pro Tem Garza stated he only saw one issue and that was on hole 4. Mr. Guevara stated they have seen signage at other parks they have played at.

Commissioner Madrid asked if they carry insurance. Mr. Guevara stated because it is a public park they don't. Mayor Pro Tem Garza stated if they have an agreement with this group then they would have to have insurance. If they have tournaments than it is required.

Mr. Guevara stated they don't know what they are allowed to do as the public. He asked if they can set T boxes and pour concrete. He stated it will cost around \$21,000 to do this. They do have some money and have asked for sponsors on the holes. Each sponsor would be around \$500-\$800 a hole. Mr. Dayhoff stated disc golf was mentioned in the master plan and they still have money in the designated nonrecurring funds. Commissioner Madrid asked how much was left. Mr. Dayhoff stated he thought around \$75,000.

Commissioner Elliott asked how much of this they could do themselves. Mr. Guevara stated they could do some of the work. Mayor Pro Tem Garza stated because it is open to the public he did not see a problem with them doing some of the work. He would like to check with the city attorney and see what legal issues will arise.

Mayor Pro Tem Garza made a motion to table until they get answers from the city attorney; Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 5 - Update regarding Archery and Winged Shooting Training Center

Mr. Dayhoff stated they had an onsite meeting last week of the proposed shooting range area. They also invited Mr. Bill Rogers, National Sporting Clays Association. They had some concerns with the old layout that it would take more acreage. They got some suggestions from Mr. Rogers who recommended putting the clays trap on the southside bordering the east side of the lot which would create more distance from the house. Mr. Rogers recommended that the ideal clays course would be 124 acres. Mr. Dayhoff stated it would be nice, but not feasible. He emailed the SWCA rep to get a proposal for 162 acres. Mr. Adams assured him that they could get the entire course in 90-95 acres.

Mr. Adams stated the suggestions they had were the best ones he's heard. Commissioner Elliott stated the sporting clays are being shot north and south. They will be in area that the shot will go into the bottom of the draw. He asked how much per acre they charge. Mr. Dayhoff stated it is per time. The biggest bulk of time is getting here. Commissioner Elliott asked if they could look into 100 acres. Ms. Burroughes stated they were looking at an area by the western interconnect to make that the stopping point. The environmental will not include all of that area, but it will be whole perimeter.

Mr. Dayhoff stated once they see what the easements are then they can sit down with Mr. Howalt and determine the amount of acreage. Ms. Burroughes stated they could use all of the acreage as a match for the City of Clovis. She stated the MOU is for 25 years.

Ms. Wheeler-Sagio asked if they were still sharing with the archery. Mr. Dayhoff stated they would have archery inside.

Commissioner Martin asked if they have maps of the layout. Ms. Burroughes stated they are making changes to the original configuration. Game & Fish have closed their task order with Bohannon Huston so they do not have a revised drawing.

Agenda Item No. 6 - For the good of the order

Update on Projects

Mr. Dayhoff stated they finished the patio at Colonial Park Golf Course. The next project is the bathroom at CYSA. They hope for that to start in the next 2 months. He stated A Cut Above tree service is working near the walking trail at Hillcrest Park. Mayor Pro Tem Garza stated they did a good job on the cutting the dead trees.

Report on Trek for Trash, 8:00 a.m. - 12:00 p.m., Saturday, September 16th

Ms. Burroughes stated they had a successful event. There were 337 tons of garbage and 92 tires were collected during the weekend.

Update on Lockwood Elementary property

Ms. Burroughes asked for an update on Lockwood. Mr. Dayhoff stated he received a call from Pete Wilt regarding weeds. There is a lot of debris left from the old building. They plan to remove equipment and bring in a road grader. Mayor Pro Tem Garza asked if they could give away the equipment. Mr. Dayhoff stated it was not in good use. He stated ideally he would like to seed it, irrigate and make some practice baseball fields. Ms. Burroughes asked if it had a name. Mr. Dayhoff stated it is Lockwood Field.

Commissioner Madrid stated the meeting would be October 23rd at 5:30 p.m.

Agenda Item No. 7 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:20 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

**CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA**

**5:30 p.m.
Monday, November 27, 2017**

**Assembly Room
Bert Cabiness City Government Center
321 N. Connelly**

1. Call to Order
2. Roll Call
3. Approval of minutes of September 25, 2017
4. Discussion and action regarding Ned Houk Park Use Agreement with Tex-Mex Disc Golf Club, Teddy Guevara
5. Update regarding the Archery and Winged Shooting Training Center, Mark Dayhoff
6. For the good of the order
 - a. Update on projects
 - b. Next meeting date and time
7. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, November 27, 2017 in the Assembly Room, Bert Cabiness City Government Center, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Fidel Madrid, Chairman
Commissioner Tom Martin
Commissioner Gary Elliott
Ms. Eva Wheeler-Sagio, District 1
Ms. Wilma Fulgham, District 3
Mr. Carlos Molina, Disc Golf
Ms. Patsy Delk, Curry County Representative

ABSENT: Mayor Pro Tem Juan Garza
Mr. Jamal Williams, District 2
Mr. Cliff Kuchta, District 4

ALSO PRESENT: Mr. Mark Dayhoff, Parks Director
Mr. Justin Howalt, City Manager
Ms. Claire Burroughes, Assistant City Manager
Ms. Vicki Reyes, Assistant City Clerk
Mr. Darren Kelley, Clovis Schools
Mr. Teddy Guevara, Disc Golf

Commissioner Madrid called the meeting to order at 5:38 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approve of minutes of September 25, 2017

Ms. Reyes advised Mr. Molina was not listed as present. Commissioner Elliott made a motion to approve the minutes of September 25, 2017 as amended; Ms. Wheeler-Sagio seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion regarding Ned Houk Park Use Agreement with Tex-Mex Disc Golf Club

Mr. Guevara stated he was at the last meeting to get approval for an 18-hole disc golf course at Ned Houk. There is already an 9-hole course there and they are looking to expand upon that. Commissioner Martin stated there were some questions about some of the holes. He asked if that had been addressed. Mr. Guevara stated they are okay with any redesigns that are needed. Commissioner Martin asked if they were approving the agreement, but not the course. Mr. Dayhoff stated the agreement addresses that the design will also have to be approved by the city. Commissioner Martin asked if there was a tournament would people be allowed to come out and play. Mr. Guevara said the agreement states that they are allowed two tournaments a year and will be closed to the public for that.

Ms. Burroughes stated the user fee would be \$3 per person, which is what they have at other facilities. Ms. Wheeler-Sagio asked about the insurance. Ms. Burroughes stated it was mentioned in number 7, general liability insurance.

Commissioner Madrid asked if they were satisfied with being at Ned Houk. Mr. Guevara stated in town they wanted more of a community use. They hope that it will bring more people to Ned Houk with an 18-hole course. Mr. Howalt stated if a potential site became available in the future this would not preclude them from making changes. Ms. Burroughes stated the Eagle Scout that started this whole piece has approved the changes. Mr. Guevara stated he could get a letter from the Eagle Scout's family if need be.

Mr. Dayhoff stated on Item 3 "The Club will assume full responsibility for the means and methods utilized in the construction." The club did not think they would have the means to pour the concrete pads and it may be necessary to have a contractor do those. Mr. Howalt noted it states "the city shall purchase materials and equipment". Ms. Delk asked about maintaining the site. Mr. Guevara stated there is staff that keeps the area maintained, but they have no problem helping with cleanup. Mr. Dayhoff stated they would maintain the baskets but the city will work on the grounds.

Ms. Burroughes asked where funding was coming from. Mr. Dayhoff stated it would cost around \$21,000 and they have money in non-recurring funds left over from the lighting project. Mr. Howalt stated Plateau is putting their micro towers for wireless services have proposed putting a light pole at the trail head of Goodwin Trails which will help defray the cost of lighting.

Commissioner Martin made a motion to approve the agreement with Tex-Mex Disc Golf including the \$3 per person user fee; Commissioner Elliott seconded the motion which passed by acclamation. The effective date will be January 1, 2018.

Mr. Guevara stated next year their name would be changed to Clovis Disc Golf Club. Ms. Burroughes will change the agreement to reflect that.

Agenda Item No. 5 - Update regarding the Archery and Winged Shooting Training Center

Ms. Burroughes stated they have an intergovernmental agreement with NM Game and Fish for the shooting range at Ned Houk Park. This will be brought to the commission for action at their next meeting. They met with Game and Fish to look at the footprint for where the new range will be. Mr. Howalt has worked on the easements with Xcel and the interconnects. The only thing that could present a challenge in the future is the lead person with the management group cannot manage the center right now, but they will work on that.

Ms. Burroughes stated another thing that has happened since this committee met is the City Commission has approved the construction of a Senior Center south of the Hillcrest Park Wellness Center. That will be about 2 ½ acres by the Aquatic Center and about 20,000 +/- square feet.

Commissioner Elliott asked about the easement from Xcel at the shooting range. Mr. Howalt stated they had a boundary survey done on the site. Farmers Electric and Western Interconnect have easements on the east boundary side. They have forwarded all of those to Game and Fish and once they get a tentative layout they will start on the environmental assessment.

Agenda Item No. 6 - For the good of the order

Update on projects

Mr. Dayhoff stated they are working on the bathrooms at Hillcrest Park and hope to have that started by January. Tree trimming is continuing at Hillcrest Park and they are working on it every day.

Next meeting date and time

Ms. Burroughes advised the next meeting would be at 5:30 p.m., January 22nd.

Agenda Item No. 7 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:02 p.m.

Chairman

SEAL
(ATTEST)

City Clerk