

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

**5:30 p.m.
Monday, January 22, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of November 27, 2017
4. Discussion and action regarding brick fundraiser, Commissioner Madrid
5. Discussion and action regarding prairie dogs at the Ghaffari Property, Commissioner Madrid
6. Presentation regarding 2018 Municipal General Obligation Bonds, Justin Howalt
7. For the good of the order
 - a. Update on projects
 - b. Next meeting date and time
8. 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, January 22, 2018 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
Mayor Pro Tem Juan Garza
Commissioner Gary Elliott
Ms. Eva Wheeler-Sagio, District 1
Mr. Jamal Williams, District 2
Ms. Wilma Fulgham, District 3
Mr. Carlos Molina, Disc Golf
Ms. Patsy Delk, Curry County Representative

ABSENT:

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. Zane Brother
Mr. Kevin Dodson

Commissioner Madrid called the meeting to order at 5:34 p.m. and established the presence of a quorum.

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

Ms. Fulgham stated on page two, line 37 it should read "They have forwarded all of those Game and Fish". Mayor Pro Tem Garza made a motion to approve the minutes of November 27, 2017 as amended; Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action regarding brick fundraiser

Mr. Zane Brothers stated the bricks they will have for the project are a high quality. Mr. Kevin Dodson stated this is a good profit money making deal. The bricks would cost \$15 a piece, if the donation were \$50 then they would make \$1,750 in profit off of 50 bricks sold. If they were to add an animal or cross to the brick the price would be \$20 per brick. They are solid clay bricks. They showed the committee two examples of the type of engraving. He stated the zoo is a big asset to Clovis and wanted to come up with something to help the zoo. Ms. Delk asked if the letter was stamped on the brick. Mr. Dodson stated it was engraved. Ms. Delk asked if they have to put a sealer on it. Mr. Brothers stated they wouldn't have to because they are laser burning the clay. Ms. Delk asked if they had a place picked out to place the bricks. Mr. Brothers stated they did not have a place yet. He thought the entrance would

be a nice place to have it. Mr. Dayhoff stated he spoke with Vince Romero and he thought the picnic area would be a good place. Ms. Delk stated there was room on the north side of the front entrance. Mr. Dayhoff stated he did not think they had a lot of room for pavement. He stated Mr. Romero may want to do something special with it so he will visit with him some more. Mr. Brothers stated they are doing fundraisers with various schools as well, but they are doing tumblers with them.

Mr. Brothers stated his idea was to go through the zoo website and have forms for people to fill out on there. He stated he did not know how to promote it. Ms. Burroughes asked Mr. Dayhoff if MainStreet was doing something like this at the Railroad Park. Mr. Dodson stated they did speak with Ms. Pellegrino-Spear about this. She was working with a company in Albuquerque and ZBro Graphics can match their cost or possibly be less expensive. The \$15 or \$20 a brick has no hidden cost. Ms. Burroughes asked if they were slippery when they are wet. Mr. Brothers advised they were not.

Commissioner Elliott asked if they would wear down after being walked on. Mr. Brothers stated it would take many years for that to happen. Mr. Brothers stated it burns the clay.

Mayor Pro Tem Garza stated this was something they could benefit from but they need to find a place that will benefit. He did not think the entrance was a good place. He suggested a more visible place for them. Mr. Howalt stated not knowing the size of the project is harder to find a place.

Ms. Delk asked what size an area 50 bricks would be. Mr. Brothers stated about a 4 foot by 4 foot area. Ms. Delk asked if their company would put the bricks in. Mr. Brothers stated they would have to talk to a brick layer, but could probably get that donated.

Commissioner Elliott stated putting them inside would be a better idea so they don't get vandalized. Commissioner Martin asked if they could put logos. Mr. Dodson stated they may have to charge a little more for logos and would have to have a good image. Commissioner Martin asked if they could put images on multiple bricks. Mr. Brothers stated that could be done. They are limited on the weight they can put in the laser, 6 are the most they can put at a time. Mr. Dodson stated they are limited to three lines per brick.

Ms. Burroughes stated the railroad park is a city owned park. They could talk about various locations around town. Mr. Howalt stated he would keep them two separate projects, but they need some type of footprint so they know how many bricks to sell. Mayor Pro Tem Garza made a motion to table this until the next meeting; Ms. Delk seconded the motion. Ms. Burroughes asked if this would be a C.A.R.E.S. project. Mr. Dayhoff stated he would have to talk with Mr. Romero about this. Mr. Dayhoff stated this would be a great project and they are always getting requests for memorials so they could do this in phases. Ms. Burroughes stated they do receive requests from the public so a phase project would be a good idea. This item passed by acclamation.

Agenda Item No. 5 - Discussion and action regarding prairie dogs at the Ghaffari property

Commissioner Madrid stated there were a lot of holes in the park itself and he has received numerous complaints coming from that area. Ms. Delk asked if they are being trapped or killed. Commissioner Madrid stated Mr. Ghaffari was supposed to have trapped them and taken them somewhere, but he hasn't done that. Mayor Pro Tem Garza stated if the city got permission from the owner then they could do something. They have notified the property owners regarding the situation. Mr. Howalt stated they have notified the property owner and are sending out a follow up letter to supply an action plan within 5

days. The commission passed an ordinance regarding the nuisance of prairie dogs. If he doesn't provide an action plan within 5 days then the city can try to handle the situation and invoice the property owner. Ms. Burroughes stated they were in the right time of year right now to remove the prairie dogs.

Mr. Dayhoff stated they have a machine that will shoot carbon monoxide in the holes and it is the most humane way. Commissioner Elliott asked how long it would take to do an area this size. Mr. Dayhoff stated he was not sure. Ms. Burroughes stated some had been removed. This is Dr. Ghaffari's matter to address so they need to give him the opportunity to take care of it before the city goes in. This takes away from staff time if they city has to take care of it. Ms. Wheeler-Sagio asked why she would be fined if she got an infestation that came over from another lot. Ms. Burroughes stated there is an ordinance stating they are a nuisance inside city limits. Ms. Delk asked how many pups they can have at one time. Commissioner Madrid stated the problem they are having is that they are going to other people's yards. Mr. Dayhoff stated they have treated the park because of the ones that are coming over from Dr. Ghaffari's property. Ms. Burroughes stated there wouldn't be a fine. The property owner is given a period of time to address the situation and if they don't then the City of Clovis will go in and take care of the problem and then send the property owner the bill.

Mr. Howalt stated when they reach out they reach out to all of the property owners in that area. Commissioner Madrid stated the last time they did this they received thousands of emails from people all over the world that were not happy with the prairie dogs being killed.

Commissioner Martin stated they can have one to six pups per litter. Commissioner Elliott stated they destroy so much and they do break horses and cattle legs. They are a nuisance. They have to find a way to eradicate them. Ms. Burroughes stated they could give an update at the next meeting once they have contacted Mr. Ghaffari.

Agenda Item No. 6 - Presentation regarding 2018 Municipal General Obligation Bonds

Mr. Howalt stated they have been able to complete the construction of MLK between 21st and Llano Estacado, Norris Street from Llano Estacado to Wilhite Road and Wilhite Road from Norris Street to Prince Street. As well as make major steps in the completion of the phased Reuse Pipeline Project. They have identified \$73,000,000 in infrastructure needs. A GO Bond is a debt instrument that uses property taxes to pay the debt services on bonds. Highest rated form of debt a municipality can issue which results in the lowest interest cost debt a municipality can use. This requires voter approval of a not to exceed amount. Examples for uses of GO Bonds include street improvements, public safety improvements, parks, aquatic centers and libraries.

GO Bonds are currently used by the Library, CCC and Clovis Municipal Schools. If approved the bonds are issued within a period 4 years and the City of Clovis is authorized to go up to 4% of their total assessed property values within the community. Currently the city has 100% of the capacity available to them because they have never used GO Bonds to fund projects in the past.

Currently Clovis' only remaining taxing authority is two 1/8th which was provide by the state following the hold harmless clawback from the state. Implementation of more GRT for projects could negatively impact businesses and economic development. Clovis is one the three largest communities in the state does not use Go Bonds to fund projects.

There will be three questions on the March election ballot. The first question is “Shall the City of Clovis issue up to \$10,000 of general obligation bonds, to be repaid from property taxes, for the purpose of designing, constructing, repairing, preserving, rehabilitating, enhancing and otherwise improving roads?” This phase goes from Norris Street to Main Street. It will include roadway widening, sidewalks, bike lanes, expansion of the retention facility located on 7th Street south of Baxter-Curren, and drainage upgrades. The second question is “Shall the City of Clovis issue up to \$5,000,000 in the general obligation bonds to be repaid from property taxes for the purpose of design, construction, repairing, preserving, enhancing and other improved Senior Centers?” The City Commission over the last several months had several town hall meetings regarding the new senior center. The senior center was something that was part of the Parks Master Plan. They determined the best location for the senior center would be south of the Aquatic Center at Hillcrest Park. The City of Clovis will issue an RFP within the next month for the architectural design and they do have capital outlay dollars to complete that design. The third question is “Shall the City of Clovis issue up to \$5,000,000 of general obligation bonds to be repaid from property taxes for the purpose of designing, construction, repairing, rebuilding, enhancing and otherwise improving Wellness Centers?”

If the \$5 million is approved the impact for properties with the3 following values would be:

Value of Home	Annually	Monthly	Daily
\$100,000	\$65.00	\$5.42	18 cents
\$160,000	\$104.00	\$8.67	29 cents
\$250,000	\$162.50	\$13.50	45 cents

If the \$10 million is approved the impact for properties with the following values would be:

Value of Home	Annually	Monthly	Daily
\$100,000	\$130.00	\$10.84	36 cents
\$160,000	\$208.00	\$17.34	57 cents
\$250,000	\$325.00	\$27.01	89 cents

If all three bonds were approved the estimated property tax rate will be 7.80. The impact for properties with the following values would be:

Value of Home	Annually	Monthly	Daily
\$100,000	\$260.00	\$21.67	71 cents
\$160,000	\$416.00	\$34.67	\$1.14
\$250,000	\$650.00	\$54.17	\$1.78

Tax rate per \$1,000 of Assessed valuation - \$7.80

Assessed Value Growth Assumption – 1.50%

Mr. Howalt stated the fire department has been able to increase their ISO rating to a class 2, which means homeowner's insurance rates will be dropping to an average of around \$200. They currently have \$73 million infrastructure needs and they are not going to go away. Things don't last forever so they have to come up with a way to make these improvements.

Ms. Wheeler-Sagio asked what she is going to see when Humphrey has never even been considered in the infrastructure. Mr. Howalt stated Humphrey is one of the projects that has been identified and it costs \$5 million a mile to build something similar to Norris Street. At the end of this four year period they would go back to the citizens and propose additional issuance of bonds while they maintain the same tax rate. The 7.8 mills can generate x amount of dollars in those four years. They roadway prioritization list was developed through the Public Works Committee and 7th street was number one on that list. Ms. Burroughes stated she would like to have seen Llano between Norris and Humphrey done, but they have to realize there are a lot of projects that affect a lot of people. This is the first time the city has gone out for GO Bonds so as they push this forward as a possibility they want to make sure that what they are pushing will garner widespread support.

Commissioner Martin stated Humphrey is not first on the list, but 7th Street will always be on the list first. It may be 5-10 years down the road , but 7th street has to come first. This is a way to get started. They are only talking about \$20 million to start out with. The \$73 million is never going to stop.

Ms. Wheeler-Sagio asked if they buy the bonds as an investment. Mr. Howalt stated that was correct. He stated they have to have a way to pay the debt service on the bonds. They are borrowing money to make improvements.

Ms. Delk asked when Commerce Way would be improved. Mr. Howalt stated they partnered with DOT several years ago and looked at several options. There are different options to change the alignment, but there was not a will to make any changes.

Ms. Burroughes stated by improving other areas of town then they will encourage people to use them. Mayor Pro Tem Garza stated this was a good way to have streets done quicker. Mr. Howalt stated they would have to continually phase the projects. The bonds have to be sold in 4 years and then they will do it again. If the commission chose to put a \$20 million question on the ballot to do only roads they could do that. They recognize that they utilize various sections of town and they all need attention. Mayor Pro Tem Garza stated his property tax is going to improve other areas of town. Ms. Burroughes stated the schools does a \$20 million GO Bond every four years.

Ms. Wheeler-Sagio stated she already pays \$1,600 on property taxes and now she will have to pay \$2,500. She stated she was not getting a \$2,500 value out of any project. She is only here for a short time. Here she does not see where her money is going. She stated she would like to see some kind of value for that money. Mr. Howalt stated they are seeing value for other people.

Ms. Burroughes stated they will have a video of the presentation on the city's website together with any questions and answers. Mr. Howalt stated early voting starts February 15th and Election Day is March 6th.

Agenda Item No. 7 - For the good of the order

Update on projects

Mr. Dayhoff stated he was working with Two Horse Construction to get the Hillcrest bathrooms started.

Commissioner Elliott asked where they were with the Environmental Impact Study. Ms. Burroughes stated Mr. Tressell has not received anything from the IRS. She stated that is what they are waiting for.

Next meeting date and time

Commissioner Madrid advised the next meeting would be February 26th at 5:30 p.m.

Agenda Item No. 8 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:59 p.m.

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

**5:30 p.m.
Monday, March 26, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of January 22, 2018
4. Discussion and action regarding lighting at Beachum Field, Gabriel Montoya
5. Discussion and recommendation regarding management agreement with Eastern New Mexico Range Management for a public shooting range at Ned Houk Park, Claire Burroughes
6. Discussion and recommendation regarding Intergovernmental Agreement between the City of Clovis and NM Game & Fish for a public shooting range at Ned Houk Park, Claire Burroughes
7. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Community Easter Egg Hunt, 9:00 a.m., Saturday, March 31
 - c. Great American Cleanup, 8:00 a.m., Saturday, April 28
 - d. Next meeting date and time
8. 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, March 26, 2018 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 Rube Render
Commissioner Gary Elliott
Mayor Pro Tem Juan Garza
Mr. Jamal Williams, District 2
Ms. Wilma Fulgham, District 3
Mr. Cliff Kuchta, District 4

ABSENT:

Ms. Eva Wheeler-Sagio, District 1
Mr. Carlos Molina, Disc Golf
Ms. Patsy Delk, Curry County Representative

ALSO PRESENT:

Mr. Mark Dayhoff, Parks Director
Mr. Justin Howalt, City Manager
Ms. Claire Burroughes, Assistant City Manager
Ms. Vicki Reyes, Assistant City Clerk
Members of the public

Commissioner Madrid called the meeting to order at 5:33 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of January 22, 2018

Ms. Fulgham stated on page 2, line 39, it should read "they have notified property owners". Mayor Pro Tem Garza made a motion to approve the minutes of January 22, 2018 as amended; Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action regarding lighting at Beachum Field

Mr. Gabriel Montoya stated a couple years ago the city built two new baseball fields on 7th and Upsilon Streets. They start games at 6:00 p.m. but with the sun going down around 7:00 it doesn't allow them to get a full game in. They delay the games so that they end up playing after the older kids on Beachum Field. They have time restraints through Little League so they are not allowed to play after 9:30 p.m. on a school night. It is a safety issue having the kids there with the sun going down. If they could get lights it would help them as a league and would help the community. On average traveling baseball teams spend around \$3,000 on a weekend going to tournaments. Mr. Thomas Gallegos stated they have made adjustments to the field so that are at regulation. Aside from little league they can add to the fall and host their own tournaments.

Mayor Pro Tem Garza asked what this would cost. Mr. Dayhoff stated he received a rough quote of \$40,000 from Snider Electric for four poles. Mr. Montoya stated since 2008 they have to have either steel or concrete polls by Little League regulation. Mr. Dayhoff stated that would double the rate. Mr. Gallegos stated they have another electrician that they could contact to work with the poles.

Commissioner Elliott asked if the lights that went in at the motocross were steel poles. Mr. Dayhoff stated they used telephone poles purchased by Farmers Electric. He stated Mr. Snider is working with a company that is putting up lighting at their complex that will set up a payment plan and what they save on electricity will pay for that payment plan.

Mr. Howalt asked when they wanted to get this completed. Mr. Gallegos stated they wanted to have this done by this season if possible. Mr. Howalt stated American League has one field as well. He asked how they scheduled theirs. Mr. Montoya stated they play two divisions at Lockwood and two at Dickenson. Mr. Dayhoff stated they don't play minors there. They do figure out how to play minors and majors on one field. Mr. Montoya stated when they old had one field they did schedule so that their teams played the same way, but that puts the other field there for nothing.

Mr. Williams stated he was part of the Zia Little League Board. He has seen kids have to stop so that they can bring the little kids back out to finish their game. If they could get tournaments in town they

can get money in town. Commissioner Madrid stated they do travel all over to play. They need to look at this and see how much it would cost to put LED lights with a metal pole. Mr. Gallegos asked if they could help shop around as well. Mr. Dayhoff stated they would look at all bids.

Commissioner Madrid asked how many lights they put at the Motocross Arena. Mr. Dayhoff stated they put 3 sets and they cost around \$30,000.

Commissioner Madrid stated they could get an exact quote and bring this back to the committee at their next meeting. Mayor Pro Tem Garza made a motion to table this item until they get a quote; Mr. Williams seconded the motion which passed by acclamation.

Agenda Item No. 5 - Discussion and recommendation regarding management agreement with Eastern New Mexico Range Management for a public shooting range at Ned Houk park

Ms. Burroughes stated the agreement has been prepared by Mr. Richards. She sent this document to Ms. Jessica Fisher yesterday.

Mr. Marty Tressell stated having looked over the agreement it was pretty standard. One concern he had was on Item Number 16 "The determination of the public shooting range fees shall be established with the concurrence of the City in cooperation with Manager. The City will have final authority over these fees." He doesn't want a group to come in and raise the fees to a high amount that will force them out of business. He does not want to get boxed into anything. Mayor Pro Tem Garza stated it has to come to the city manager so it won't just happen. It would have to be discussed. He stated none of them want the facility to go away and part of that is that this is an investment. They are providing this for the citizens. Mr. Tressell stated as long as the city is comfortable with it then they are too.

Ms. Burroughes asked if there was anything in regard to the state as far as fees. Ms. Fisher stated their MOU states a reasonable fee would be charged and the department would agree on that fee. She stated 10 years from now if someone were to try and triple the fee that would be in violation of the MOU. Mr. Howalt stated everything would have to be approved by the city commission and the Revenue Review Committee meets every two years so they could incorporate the fee structure into that.

Ms. Burroughes stated the committee was also provided the bylaws but it was not something they needed to vote on. Ms. Fulgham asked why they were not requiring two signatures on all checks. Mr. Tressell stated because banks do not review signatures. It does nothing but create more work for the treasurer. Ms. Burroughes stated in the agreement on page 4 and 5 it talks about records and audits and the City of Clovis having the right to inspect books at any time. It also requires a financial statement be provided to the city's finance director.

Ms. Burroughes stated exhibit A is the intergovernmental agreement and they will need to take action on that. Ms. Fisher stated she did not see any issues with it.

Commissioner Elliott made a motion to recommend the management agreement with Eastern New Mexico Range Management for a public shooting range at Ned Houk Park to the City Commission; Mr. Kuchta seconded the motion, which passed by acclamation.

Agenda Item No. 6 - Discussion and recommendation regarding the Intergovernmental Agreement between the City of Clovis and NM Game & Fish for a public shooting range at Ned Houk Park

Ms. Burroughes stated the document was drafted by Ms. Fisher and has been reviewed by staff and the city attorney. There was a comprehensive presentation regarding this document and the implications of the federal funding on the location. There are also exhibits that include the layout of where the range would be at Ned Houk Park and the other facilities that would be there. There is a grant amendment statement asking for a year's extension through January 30, 2018. Ms. Fisher stated they were happy with this document. Ms. Burroughes asked if there was a timeline for the project. Ms. Fisher stated once this was signed they could draft the project statement to send to Fish & Wildlife Service. Once that was approved they would need to do the environmental assessment which would take 60-90 days complete. They should be able to start the project in the fall. Ms. Burroughes asked if the cultural survey with the tribes was something that they would do or would the City of Clovis do this. Ms. Fisher stated Fish & Wildlife would.

Mr. Tressell asked about Item 2F "help with plans for the design and construction of the range and construct and/or provide targets to the City's specifications", what targets would that be. Ms. Fisher stated the archery targets. Mr. Tressell stated there was a workshop listed that was 40 x 25. He asked if

this was where they anticipated storing the targets. Ms. Fisher that was where the targets would be stored.

Mr. Tressell asked if the house included outside entry for the high house. Ms. Fisher stated they have not come up with the design for the high or low houses.

Mr. Howalt advised the grant agreement states the extension ends June 30, 2018. He asked if they need to look at an additional extension. Ms. Fisher stated they would submit a new grant and will not be using that grant. Ms. Burroughes asked if they need that Exhibit D in this document. Ms. Fisher stated they could eliminate that. They can change that language. Mr. Howalt asked if this was the agreement that was in place with Fish and Wildlife. Ms. Fisher stated that was an existing grant with Fish and Wildlife.

Ms. Burroughes stated when the commission discussed this they approved it at a not to exceed amount of \$400,000. Commissioner Elliott made a motion to recommend the Intergovernmental Agreement to the city commission; Mr. Kuchta seconded the motion, which passed by acclamation.

Agenda Item No. 7 - For the good of the order

Update on projects

Mr. Dayhoff stated the Hillcrest bathrooms have been installed and they started on the cinderblock walls today. They replaced fencing at Beachum Field and at the back of Potter Pool that had been cut. Hillcrest Park tree trimming just needs the contract signed and the certificate of insurance. They will also have tree trimming done in the zoo next month with grant money. Ms. Burroughes asked if they were going to make any plans to go out for concession at the zoo this summer. Mr. Dayhoff stated they had one person express some interest. Baby J's had difficulty making money when they were there.

Mayor Pro Tem Garza asked if there were several vending machines. Mr. Dayhoff stated they need to move some of the drink machines and may want to look at the food vendors. Mayor Pro tem Garza stated they want to make them more centralized. He stated it would be good to look into food vending machines. Commissioner Elliott stated that would be a good idea and better than trying to bring a vendor in. Ms. Burroughes stated they could sell candy and drinks out of the store as well. Mr. Dayhoff stated he would visit with Mr. Romero.

Community Easter Egg Hunt

Ms. Reyes advised the Community Easter Egg Hunt would be at 9:00 a.m., Saturday, March 31st at Guy Leader Softball Complex. They were able to purchase 9,000 Easter eggs that the parks department will put on four different fields. They were also able to purchase Easter baskets and bikes with donations from various businesses and civic organizations.

Great American Cleanup

Ms. Burroughes stated the Great American Cleanup would be at 8:00 a.m., Saturday, April 28th at 500 Sycamore.

Mr. Tressell thanked the committee for their support of the range project. This is a huge step for Clovis. He thanked Bill Adams and Ms. Burroughes for all of their efforts as well. Ms. Fulgham stated she was thankful to see Ned Houk Park being used more. Ms. Burroughes thanked Mr. Adams for all of work.

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

Agenda Item No. 8 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:32 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, April 23, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of March 26, 2018
4. Discussion and action regarding lighting at Beachum Field, Gabriel Montoya
5. Discussion and action regarding bird house libraries at city parks, Commissioner Casaus
6. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Next meeting date and time
 - c. Great American Cleanup, 8:00 a.m., Saturday, April 28th, 2018, 500 Sycamore
7. Adjournment

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COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, April 23rd, 2018 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:

Present: Commissioner Madrid (Chairman)
 Commissioner Elliott
 Commissioner Render
 Mayor Pro Tem Garza
 Joyce Gates (County)
 Lisa Pellegrino-Spear (District 1)
 Jamal Williams (District 2)
 Wilma Fulgham (District 3)

Absent: Cliff Kuchta (District 4)

Also Present: Commissioner Casaus
 Justin Howalt, City Manager
 Claire Burroughes, Assistant City Manager
 Don Aragon, CYSA
 Mr. Gallegos, Zia Little League
 Mr. Briseno

Agenda Item Number 3 – Approval of Minutes of March 26, 2018

Mr. Dayhoff said the lighting for Motorcross was \$30,000 and not \$13,000. Ms. Fulgham advised her name was not spelt correctly. Mayor Pro Tem Garza moved for approval of the minutes of March 26th, 2018, as amended; Ms. Gates seconded the motion, which carried by acclamation.

Agenda Item Number 4 – Discussion and action regarding lighting at Beachum Field

Mr. Gallegos, Vice President of the Zia Little League, advised they had some bids for lighting at the facility, and they were more than Mr. Snider’s \$40,000 for all 4 poles. The lowest bid they found was \$30,000 per pole. He advised action would be required on the City’s part. Mr. Dayhoff advised the amount Kyle quoted was for wooden poles which had to be eliminated as they did not meet little league standards. He advised Mr. Snider said it would cost \$100,000 for four poles for canister lighting. He is having a supplier do a lighting analysis per little league standards. He will have a more concrete bid in the next couple of weeks.

Mr. Howalt asked if there were any non-recurring funds remaining. Mr. Dayhoff said there was – approximately \$70,000. He is waiting to hear if there was anything left from the new bathrooms at Hillcrest. Ms. Pellegrino-Spear asked if anyone had looked for grants. Mr.

Gallegos said they had tried and the Zia Little League is reorganizing, and sorting out their budget. Once they have a couple of good years with good accounting they can apply for grants. Mr. Howalt said the city could apply for grants, and they have completed parks improvements through grants in the past. Ms. Pellegrino-Spear said she would spend some time reaching out and follow-up with Garry Johnson to see if he had any. Eastern has an old football field with some lights and they could see if they had anything at the Greyhound Arena. Don Aragon said he was looking at a website Lightpolesplus.com and they said it was \$20,000 per light pole.

Commissioner Madrid entertained a motion to table. Commissioner Render moved to table; Mayor Pro Tem Garza seconded the motion which carried by acclamation.

Agenda Item Number 5 – Discussion and action regarding birdhouse libraries at city parks

Commissioner Casaus, President of Kiwanis, advised Mr. Briseno asked for support from Kiwanis for a couple of dozen birdhouse libraries at city parks. They are starting with one in the schools. Mr. Briseno handed out some examples of designs. They needed an okay from the city as to where they could put them. They wanted to target playgrounds in the low income parts of town, so kids could access them at any time of year. Kids cannot always access the library year round.

Commissioner Casaus said they had already collected lots of books. She foresaw some vandalism, but if they keep doing it, the vandals will give up. She was called from the Clovis Apartments today and asked if they were going to put a Birdhouse library there. As Kiwanis is about the children, she thought it was a great idea. They are going to start with one at Lockwood, and then at Grand Avenue Homes, Clovis Apartments, etc. Mr. Briseno is going to build the birdhouse libraries.

Mayor Pro Tem Garza asked about the size. The boxes are five feet tall by two feet. Commissioner Casaus said if they don't replace the books, the Kiwanis will replace it.

Ms. Pellegrino-Spear said there is one on Wilhite (Ms. Brandon's house) and she goes there with her daughter regularly when they are riding their bikes. She thought it was a good idea.

Mayor Pro Tem Garza moved for approval and test it for a year, and then bring it back to the Parks Board, and rotate the boxes, to see how it works; Commissioner Elliott seconded the motion. Ms. Pellegrino-Spear said they could put one indoors at the Hotel Clovis for the manager. She is trying to help them increase their tutor program. Commissioner Casaus said they are working with the schools. The motion carried by acclamation.

Agenda Item Number 6 – For the Good of the Order

a. Update regarding projects

Mr. Dayhoff reported as follows:

- Hillcrest bathrooms are coming along and will be completed in the first week in May.
- Hillcrest tree pruning project – Marathon withdrew from their contract and they are going to have to go back out to bid as the contract had been awarded. Mr. Howalt said the City will collect on the performance bond.
- Commissioner Madrid asked if they were watering Hillcrest. Mr. Dayhoff said they were having issues with the pump since the power outage a couple of weeks ago. Hamilton Landscaping are coming out to take care of it. They slowed down on the watering because of the bathroom construction. Mr. Howalt said there are two different types of grasses out there.
- The Zoo trimming project started last Thursday where an arborist is taking care of the area.
- Potter Pool – IT installed cameras two weeks ago, and new signage has been put out there. They have had problems in the past with people swimming at night. Mr. Aragon said the CYSA have motion sensitive cameras which call him when there is movement. The monitors for the cameras at Potter pool are located inside the check-in desk. Mr. Howalt said IT usually has access to the system. They improved the lighting around the pool last year. The cameras are night time cameras.
- Shooting Range – Environmental Assessment approved last Thursday night and this will start shortly. Mr. Howalt advised Bohannon Huston are working on a scope and fee.
- Railroad Park – Ms. Pellegrino-Spear advised a lock had been put on the watering system at the park, (after someone was utilizing it for personal use), and the parking will be going in shortly. The rest of the landscaping will then go in, and remaining funds will go for benches and amenities. The plaque for the Williams’ have been completed. Mr. Howalt asked if there was a cost estimate to finish the project. Ms. Spear said the landscaping was covered and the parking lot will be covered in the final amount in the budget for the park. The benches depend on sponsorships, and the price, and how many you order. Mr. Howalt said if you had an ideal world, how many benches would there be. Ms. Spear said she would like 6 benches and she would like center arm benches to prevent people from being able to lie down. The fairground benches were the same as the ones on MainStreet. Commissioner Madrid said the school welding shop will make benches if you purchase the materials. Ms. Spear will reach out to the schools.

b. Next meeting date and time

May 21st at 5:30 p.m., City Hall

c. Great American Cleanup, 8:00 a.m., Saturday, April 28th, 2018, 500 Sycamore

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

**5:30 p.m.
Monday, June 25, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of April 23, 2018
4. Discussion and action regarding additional baseball fields for the Baseball Association, Brenton Hartle
5. Discussion and action regarding fencing on south side of Hillcrest Park, Justin Howalt
6. Discussion regarding status of Parks Master Plan implementation, Justin Howalt, Mark Dayhoff
7. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Next meeting date and time
8. 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 25th, 2018 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:

Present: Commissioner Madrid (Chairman)
 Commissioner Elliott
 Commissioner Render
 Mayor Pro Tem Garza
 Joyce Gates (County)
 Lisa Pellegrino-Spear (District 1)
 Wilma Fulgham (District 3)
 Cliff Kuchta (District 4)

Absent: Jamaal Williams (District 2)
 Don Aragon (Rep utilizing Parks & Rec services)

Ex-Officio Present: Justin Howalt, City Manager (ex-officio)
 Mark Dayhoff, Parks Director (ex-officio)
 Lonnie Baca, Athletics Director CMS (ex-officio)

Ex-Officio Absent: David Lansford (ex-officio)

 Claire Burroughes, Assistant City Manager
 Sheila Holley, Little League
 Doug Bowman, Little League

Agenda Item Number 3 – Approval of Minutes of March 26, 2018

Mayor Pro Tem Garza moved for approval of the minutes of April 23rd, 2018, Commissioner Elliott seconded the motion, which carried by acclamation.

Agenda Item No. 4 – discussion and action regarding additional baseball fields for the Baseball Association

Presenter not in attendance.

Agenda Item No. 5 – Discussion and action regarding fencing on south side of Hillcrest Park

Mr. Howalt advised the City would be rebuilding and expanding 7th Street between Norris and Maple Street. The Hillcrest Park fence on 7th Street will be removed and replaced from the Sisler Building to Norris Street, with 3-4' chain link black vinyl coated fencing. They will complete this work around the whole park eventually. He and Mr. Dayhoff have discussed the remainder of the fencing at Hillcrest Park. There has been some fencing replaced at the zoo. They thought timber posts inside the park with wire across would be best for a more recreational theme. This fencing will go around the aquatics center, and other areas. Commissioner Madrid thought it was a good idea. Mayor Pro Tem Garza said they would not remove the fence entirely due to traffic. Mr. Howalt said the 7th Street fencing would come out of the road funds, and if there is unexpended funds they will chip away to complete the remainder of the fencing at the park. Mr. Kuchta expressed his concern regarding the trees. Mr. Howalt said the fence would be on the south side of the trees. They have a tree bid opening on Thursday this week to get a contractor taking care of the trees at Hillcrest. They will have 75 days to take care of it.

Ms. Gates asked if 4' would be high enough. Mr. Howalt thought it would be fine. From a security standpoint there is access to the park anyway. With the lighting they have at Hillcrest now, they have not been locking the gates. The lighting has helped with the vandalism out there. Mr. Doug Bowman with American Little League, asked if it was cost prohibitive to put in a 6' fence as parents will keep their kids from hopping the 6' fence. Mr. Howalt said the parks

master plan said to go in the 3'-4' fence. Sports are played mainly in the interior park. Mr. Dayhoff advised 4' fencing was \$17.00 a linear foot and 6' fencing was \$21.50. Mr. Dayhoff said Gattis has the black fencing around it. It looks nicer than the galvanized fence. Commissioner Elliott moved to approve a 4' black vinyl fence on the south and east side; Mr. Kuchta seconded the motion which passed by acclamation.

Agenda Item Number 6 – Discussion regarding status of Parks Master Plan implementation

Mr. Dayhoff advised Parks has \$71,000 in non-recurring funds designated for the master plan projects. He provided the board with a copy of the short, medium and long term goals of the Parks Master Plan, showing the status of the various projects.

While the Hillcrest bathrooms have been completed in one area, Mr. Dayhoff advised another bathroom is designated for the YRB area. The rest of the funding was for Hillcrest and Goodwin trails lighting. Hillcrest lighting is completed. Goodwin trails lighting has been installed, and does well with the new lighting Plateau installed.

Mr. Dayhoff advised there are deteriorated playgrounds in town that need dealing with. The heating system at Roy Walker is needed. Mr. Kuchta said Roy Walker noted Roy Walker needed a lot of work. Mr. Dayhoff advised that shelters around Hillcrest, particularly around the pond and bathrooms, were asked for. The cost is \$2,000 - \$5,000 per shelter.

Mayor Pro Tem Garza said Roy Walker is always busy with volleyball and basketball, and asked if they could put the money into that. Mr. Dayhoff advised the cost for the heating system is \$20,000 for radiant heat, and the boxing room is \$12,000. Gym 1 has the automatic bleachers, and Gym 2 does not. There is a safety concern to keep kids away from helping put the non-automatic bleachers away. This would cost \$60,000. Mr. Howalt asked about the HVAC system in the gym. Mr. Dayhoff said it is evaporative cooling, and they try to replace some of those every year. They have 6-7 units on the roof, and the condition of the roof is a nightmare.

Ms. Gates said Pappy Thornton is her interest at Ned Houk Park. Mr. Dayhoff advised it was not included in the master plan.

Mayor Pro Tem Garza said the Roy Walker gym is used every day by people from all over the area, and it contributes to the gross receipts, which is why he was concerned about the condition of the building.

Mr. Dayhoff said the fencing on Hillcrest would cost \$35,000-\$40,000 to complete.

Commissioner Madrid thought Roy Walker would be a good place to start.

Mr. Dayhoff advised the Roy Walker gym roof is foam. Mayor Pro Tem Garza suggested he worked with Rocky Benard who would be able to address the roof.

Mr. Howalt said they would start with HVAC and heating system improvements at Roy Walker and then work on fencing on Norris Street.

Mr. Kuchta said the commons area at Roy Walker gym is outdated, and asked if there is anything they could do to brighten it up. Mr. Howalt said they remodeled the front of the building, and painted it, but the rest of the building needs modernizing. They are trying to modernize city buildings to bring them back up.

Ms. Spear said there were tennis courts at Hillcrest and Colonial Park in the Parks Master Plan and asked if this was requested. Mayor Pro Tem Garza said they used to be there. Mr. Dayhoff said the cost was around \$300,000 for a court.

Mr. Baca, the new athletics director for Clovis Schools, advised the upgrades to the tennis courts at the high school will begin in July.

Agenda Item No. 7 – For the good of the order

Mr. Dayhoff provided an update on projects. They finished the Hillcrest bathroom at the end of May. The RFP for tree trimming closes June 28th, with work starting before the middle of July.

Ms. Burroughes advised the Yard of the Month program was underway.

Lisa Spear asked for the weeds to be removed at the railroad.

Commissioner Elliott asked about the environmental impact study for the Shooting Range. He advised there will be a kickoff meeting this Thursday for the project.

Mr. Doug Bowman advised they were here for the first item on the agenda that was not discussed.

Ms. Spear asked if Garry Johnson identified any baseball grants. She had sent him some information but had not heard anything.

Next Meeting – 5:30 p.m., Monday, July 23rd, 2018.

Agenda Item No. 8 – Adjournment

There being no further discussion, the meeting adjourned at 6:06 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, July 23, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of June 25, 2018
4. Update regarding grant funding, Garry Johnson
5. Update regarding Ned Houk Park shooting range, Mark Dayhoff
6. Discussion and action regarding Master Plan recommendations, Mark Dayhoff
7. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Next meeting date and time
8. Adjournment

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COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, July 23, 2018 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 Gary Elliott
Commissioner Rube Render
Mayor Pro Tem Juan Garza
Joyce Gates, County
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 3
Cliff Kuchta, District 4
Don Aragon, Rep. utilizing Parks & Rec. services

ABSENT: Wilma Fulgham, District 2

EX-OFFICIO Present: Justin Howalt, City Manager
Mark Dayhoff, Parks Director

EX-OFFICIO Absent: David Lansford, Mayor
Lonnie Baca, CMS Athletic Director

ALSO PRESENT: Vicki Reyes, Administration
Garry Johnson, Administration
Members of the public

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

Ms. Bonnie Cook stated she would like to have some type of mobile tour for seniors that would like to see the animals at the zoo. She suggested since the city buys the golf carts for the golf course maybe they could buy one to use for tours at the zoo. Commissioner Madrid stated they could place this on the next parks agenda for action.

Ms. Cook asked if they could also post signs that the park is not responsible for injuries at the park. Mr. Howalt stated accidents are processed through the city's tort process. It is then reviewed by the insurance company and is either reimbursed or denied.

Mr. Dayhoff stated he has discussed this with Vince Romero and it is on his wish list. Also, the city does not own the golf carts.

Agenda Item No. 3 - Approval of minutes of June 25, 2018

Mr. Williams advised on page 1, line 46 it should read "Norris Street" and also his name was misspelled. Mayor Pro Tem Garza made a motion to approve the minutes of June 25, 2018 as corrected; Ms. Pellegrino-Spear seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Update regarding grant funding

Mr. Johnson stated they have been looking for lighting for Beachum Field. He stated he has found a grant, but the league would need to submit it. Another grant they looked at was for a lighting company. A lot of problems with grants is that Clovis is either too big or too small. He is continuing to look though.

Ms. Pellegrino-Spear asked if the lights in the parks turned off at 8:00 p.m. Mr. Dayhoff stated they turn on at night. Ms. Pellegrino Spear stated the post said that it has been so hot lately and most people aren't going out to the parks until between 8:00 p.m. – 10:00 p.m. Mr. Dayhoff stated they did have some problems with the timers. Mayor Pro Tem Garza stated if they knew which park it was that would help. They have to be careful because there is a lot of vandalism at the parks. Mr. Dayhoff stated they had issues at Potter Park, put locks on the outlets and the kids broke the locks off.

Agenda Item No. 5 - Update regarding Ned Houk Park shooting range

Mr. Dayhoff stated SWCA began the environmental survey at the first week of July. Their biologist decided there were no water features which is great news. They began the archeologist survey last week but has not heard anything on the findings. After SWCA completes their surveys and study's they will create a report that will be sent to Game and Fish. The grant could be approved at the first of the year and then the city will have to go out for the RFP process. Hope to begin construction in the spring of 2019. Mr. Howalt stated Bohananan Huston has started on the preliminary layout.

Commissioner Elliott asked why the cost of the building has gone up. Mr. Howalt stated they are building at 5,800 square foot building at \$200 a square foot. Ms. Pellegrino-Spear asked when it would go out for RFP. Mr. Howalt stated when they are done with the design. Ms. Pellegrino-Spear asked if that was a contractor they would use through the state. Mr. Howalt stated they would bid it.

Mr. Howalt stated in order for the City of Clovis to build that building they would have to bid it out with wage rates.

Agenda Item No. 6 - Discussion and action regarding Master Plan recommendations

Mr. Dayhoff stated at the last meeting they discussed the recommendations that came out of the master plan. This committee decided the Roy Walker heating and HVAC were the number one priority and the black chain link fence at Hillcrest Park. \$19,000 for a new heating tube and \$8,500 for the HVAC. If they chain link from Norris to the fire station it would cost \$39,862. \$67,362 is the total and the balance in nonrecurring funds is \$71,562. He recommended using whatever is left building a picnic shelter at Hillcrest Park.

Mayor Pro Tem Garza stated one of the shelters at Greene Acres was donated by a business. He asked if they could contact someone at the Shell station to see if they could use any of their materials.

Mayor Pro Tem Garza moved for approval of Roy Walker Gym and fencing on Norris; Commissioner Render seconded the motion, which passed by acclamation. Mayor Pro Tem Garza amended his motion to include building a shelter with the remaining funds; Commissioner Render seconded.

Agenda Item No. 7 - For the good of the order

Update on projects

Mr. Dayhoff stated the tree trimming project will begin Thursday and will run until October 9th at Hillcrest Park. Mayor Pro Tem Garza asked if Mr. Aragon sees something that needs to be done can he tell the company something. Mr. Dayhoff stated he would prefer that they came to Parks. They are going to look at every tree though. Mr. Howalt stated they have 75 days to complete this project. If there is a tree that is green now but will leave nothing after pruning they will flag them and the parks department will take them down this winter.

Mr. Aragon asked if there was someone that was going to go with them and tell them not drive in certain areas. The ditches are not compact properly and they need some kind of monitoring. Mr. Dayhoff stated they would stay along the tree lines and the walking paths. Mr. Aragon asked if they needed to coordinate dates. Mr. Dayhoff stated they were instructed not to leave limbs and they know when the soccer league starts.

Ms. Pellegrino-Spear stated Sheila Holly did an excellent job pulling weeds at the Railroad Park.

Commissioner Madrid advised the next meeting would be August 27th.

Agenda Item No. 8 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:01 p.m.

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

**5:30 p.m.
Monday, October 22, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of July 23, 2018
4. Update regarding Ned Houk Park shooting range, Mark Dayhoff
5. Discussion and action regarding new park rule signs, Justin Howalt, Mark Dayhoff
6. Update regarding security cameras at Hillcrest Park Zoo, Commissioner Madrid
7. For the good of the order
 - a. Trek for Trash, October 13, 2018
 - b. Update on projects, Mark Dayhoff
 - c. Next meeting date and time
8. Adjournment

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COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session on Monday, October 22, 2018 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 Gary Elliott
Commissioner Rube Render
Wilma Fulgham, District 2
Mayor Pro Tem Juan Garza

ABSENT:

Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 3
Cliff Kuchta, District 4
Joyce Gates, County

EX-OFFICIO Present:

Mark Dayhoff, Parks Director
Lonnie Baca, CMS Athletic Director

EX-OFFICIO Absent:

David Lansford, Mayor

ALSO PRESENT:

Claire Burroughes, Assistant City Manager
News Media

Commissioner Madrid called the meeting to order at 5:30 p.m.

Agenda Item No. 3 - Approval of minutes of July 23, 2018

No quorum.

Agenda Item No. 4 - Update regarding Ned Houk Park shooting range

SWCA Environmental Consultants have completed their surveys and management plan. Bohannon Huston has completed a construction plan. Jessica Fisher has submitted the grant to U.S. Fish and Wildlife for approval. U.S. Fish and Wildlife are not reviewing grants at the moment as they are in a blackout period. The construction drawings will be completed no later than December 14th.

Commissioner Elliott asked if anything was stopping them due to the environmental. Mr. Dayhoff advised he had not heard anything negative from the environmental report.

Agenda Item No. 5 - Discussion and action regarding new park rule signs

Ms. Burroughes stated there had been a request to look at the parks signage to get some uniformity. Mr. Dayhoff was tasked to look at the park signs throughout the community and come up with some recommendations. Mr. Dayhoff stated they wanted consistency in the signage especially concerning the animal leash rules. He showed the committee pictures of their current signs. Ms. Burroughes asked if

there was an ordinance that said no defecating in the park. Mr. Dayhoff thought it was addressed. Ms. Burroughes stated it was Ordinance 1441-93.

Mr. Dayhoff stated they may also want to discuss softball fields. Those signs should say "No glass containers, graffiti or vandalism. No alcohol, firearms, drugs or weapons" and possibly a pet sign. Mayor Pro Tem Garza stated nothing was enforced. He stated there has to be a restriction on how people handle their pets. The parks are not dog parks, especially the golf course. This is the only golf course he's seen where pets are running loose. They need to put their foot down because this could become a liability issue.

Ms. Burroughes asked what the rules were regarding alcohol. Mayor Pro Tem Garza stated there were rules on the little league fields, but not on the softball fields. There is a small sign, but there is no control either. Ms. Burroughes advised the commission has never passed an ordinance regarding no alcohol in the parks, as it was addressed through liquor laws for the state and enforced by the police department.

Mr. Dayhoff asked if they could have separate park rules in the ordinance. Mayor Pro Tem Garza stated that was the problem as he felt they shouldn't have separate rules. Mr. Dayhoff stated they would have them the same.

Ms. Burroughes suggested they start at the beginning of the first sign, with "no swimming, no wading, no ice skating or boating". She asked if that was something that should be at all parks that have bodies of water. Mr. Dayhoff stated that was correct. Ms. Burroughes asked where the "do not disturb wildlife or habitat" would go. Mr. Dayhoff stated that was at Hillcrest, Dennis Chavez and Greene Acres. Ms. Burroughes asked if there was one at Goodwin Lake Trails. Mr. Dayhoff stated they were not supposed to get off the trails. If they were going to have this on a sign, Ms. Burroughes felt there should be one at Ned Houk as well.

Ms. Burroughes advised it states no overnight parking or camping at Greene Acres, but it wasn't listed anywhere else. Mr. Dayhoff stated that should be at all parks. Ms. Burroughes asked if the hours for all the parks were from sunrise to sunset. Mr. Dayhoff stated on the old signs it was 10:00 p.m. Mayor Pro Tem Garza asked if camping could just be with the understanding that the city has given permission. He stated they had people camping at Guy Leeder during the last softball tournament. Ms. Burroughes suggested signage that said "Camping in designated areas only for organized events as approved by the City of Clovis". Ms. Fulgham stated there were still hookups at Ned Houk Park.

Commissioner Madrid asked about the metal detectors. Mr. Dayhoff stated people tend to dig in the park. He stated that wasn't a big issue.

Ms. Burroughes asked if they needed to have "safely carry out your coals and grease. Dumping of charcoal, grease or impure water is prohibited." Mr. Dayhoff stated it kills the grass if they throw it in the grass. Ms. Burroughes stated they need to add something saying when "burn ban is not in effect". Commissioner Render didn't think the burn ban in the county applied to the city. Mayor Pro Tem Garza stated they are city parks and they have a say so on what goes on and what doesn't. Ms. Burroughes suggested looking at this more with the fire chief.

Ms. Burroughes asked about the "non authorized motor vehicles. Mr. Dayhoff stated they have had to ask individuals to leave because of that. Ms. Burroughes stated "no bouncy castles" would be included at all the parks. She stated they need to add no defecation and the fines related on all of the signs.

Ms. Burroughes asked if they wanted to list pets being on a leash or under the control of the owner at all the parks, including the golf course. Mayor Pro Tem Garza stated all pets should be on a leash except for the dog park. Ms. Burroughes stated they would put everything together and then could make a recommendation at the next meeting.

Agenda Item No. 6 - Update regarding security cameras at Hillcrest Park Zoo

Mr. Dayhoff stated Mr. Nelson, IT Department, ordered the camera's a month ago and they just came in Friday. They are set to start next week on that project and will take about 10 days. Ms. Burroughes asked who would have access to the video cameras. Mr. Dayhoff stated Mr. Nelson would have access, but they hadn't decided who else would. Commissioner Render asked if the function of the camera's was to record everything. Mr. Dayhoff stated they were motion sensitive and they will record when it picks up motion. Ms. Burroughes asked if they had microphones. Mr. Dayhoff didn't think they did.

Agenda Item No. 7 - For the good of the order

Commissioner Madrid stated at the last meeting they told Bonnie Cook that they would have golf carts at the zoo on the next agenda. Mr. Dayhoff stated he was going to speak to Mr. Richards first regarding this to check on liability. Then they would have to look at purchasing a golf cart. Commissioner Madrid stated he would like that on the next agenda. Ms. Burroughes stated she would like to see a train at the zoo. Mr. Dayhoff stated then they would need a volunteer to drive the train all day, but that he would check with Mr. Richards on liability for both.

Ms. Burroughs stated she spoke with Mr. Nelson and the video cameras do have microphones and they should store 90+ days of video.

Trek for Trash, October 13, 2018

Ms. Burroughes stated they had 185 people attend despite the weather. Commissioner Madrid stated they picked up more trash this time than they did at the last cleanup.

Update on projects

Mr. Dayhoff stated the 4-foot fence was completed at the first of the month. The tree trimming was also completed this weekend. Mayor Pro Tem Garza asked what the cost of the fence was. Mr. Dayhoff stated it cost \$39,000. The south side along 7th Street will be included in the road project.

Boo at the Zoo will be Sunday, October 28th, 2018.

Ms. Burroughes asked what funding they got on the Wish List. Mr. Dayhoff stated more tree trimming at the zoo and to continue with the golf course. Roy Walker will be painted as soon as the weather clears up.

Mr. Baca thanked the city for the cooperation for installing the new score board from Bank of Clovis at Bell Park. The tennis courts will be completed the week after Thanksgiving. The area will be open again and will be lit at night and open to the community. There will be 6 courts.

Problems with Leon Williams – defecation on the turf and someone tried to set it on fire. People have no respect for things.

Mayor Pro Tem Garza stated Apex Company offered money for a transmission line at Ned Houk Park for \$300,000 to the city.

Ms. Burroughes the next meeting would be December 3rd at 5:00 p.m. She stated she would make sure they would a quorum beforehand.

Agenda Item No. 8 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:28 p.m.

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

**5:00 p.m.
Monday, December 3, 2018**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of July 23, 2018
4. Discussion and action regarding new park rule signs, Justin Howalt, Mark Dayhoff
5. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Next meeting date and time - 5:30 p.m., Monday, January 28, 2019
6. 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, December 3, 2018 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 Rube Render
Mayor Pro Tem Juan Garza
Joyce Gates, County
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2
Cliff Kuchta, District 4

ABSENT:

Commissioner Gary Elliott
Wilma Fulgham, District 3

EX-OFFICIO PRESENT:

Justin Howalt, City Manager
Mark Dayhoff, Parks Director
Lonnie Baca, CMS Athletic Director

EX-OFFICIO ABSENT:

David Lansford, Mayor

ALSO PRESENT:

Vicki Reyes, Administration
Claire Burroughes, Administration
Kevin Wilson, ENM News

Commissioner Madrid called the meeting to order at 5:06 p.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of July 23, 2018

Ms. Burroughes advised the minutes from the last meeting were missing. Mr. Howalt stated they would be approved at the next meeting. Ms. Pellegrino-Spear made a motion to approve the minutes of July 23, 2018 as presented; Commissioner Render seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion regarding new park rule signs

Mr. Dayhoff stated they discussed park rules at the last meeting and after meeting with Mr. Howalt and Ms. Burroughes they eliminated some of the rules. He handed out the rules for Hillcrest Park, Greene Acres Park and Potter Park.

Mr. Howalt stated these are not ordinances, but are specific to the parks. They cannot site an individual for not adhering to the rules. They are able to set the rules that they want for people to follow. There is an ordinance for pets on leashes, "animals in public right of ways must be on a leash or under control of the owner." The interpretation of "physically able to control" is undefined. They are trying to look at specific items for each park. There are a lot of pet owners that utilize Hillcrest Park and do not use a leash. This committee can make it a rule that they do require a leash. Mr. Kuchta asked if they could list it as "Pet owners must A., B., C., etc." Ms. Burroughes stated this all started with animals running lose on the golf course. The current ordinance requires that all dogs be on a leash or under the control of the owner and that leaves a lot of leeway. She asked which one of the recommendations would they like or do they use the current wording.

Mr. Howalt stated rather than have a blanket ordinance and have rules for each park instead it might alleviate some of the problems. Mr. Dayhoff stated all of the parks signs read "keep animals on leashes" currently except Hillcrest Park. Mr. Williams asked if they could put "all pet owners are responsible for their pets". Ms. Pellegrino-Spear stated legally all owners are responsible for their pets, but there are certain parks that it is more challenging to have pets of the leash. She stated some residents to have the ability to let their dogs off the leash. Mr. Dayhoff stated all of the other parks are more confined.

Commissioner Render suggested "under positive control". Mr. Williams suggested "Under positive control of the owner " Mr. Howalt asked if verbal control was acceptable. Ms. Gates stated that would be better than physical control. Ms. Burroughes stated it depends on the circumstances. Ms.

Pellegrino-Spear asked if Hillcrest Park had a lot of patrons that utilize the park and have animals without a leash. Mr. Dayhoff stated they do, but most people there have well trained dogs and they've never had an issue.

Ms. Pellegrino-Spear stated they are going to have a hard time telling the community they can't have their dogs off a leash and they want to make the parks as user friendly as possible. Mr. Howalt stated they had incidents at Colonial Golf Course with dogs running loose. They decided to look at as a park by park case. It is appropriate at a Golf Course to have the animals on a leash, but what about the other parks. Mr. Dayhoff stated it has always said "animals must be on a leash".

Ms. Pellegrino-Spear asked if they want to create a problem with the ones that patronize the park. Would it change the usage of the park. Commissioner Render stated if something happens and someone gets bit then they could say that the city never stated they had to be on a leash.

Ms. Gates suggested "Keep pets on a leash and under physical control of the owner". Mr. Howalt stated there are no fenced areas at Colonial Golf Course. Ms. Pellegrino-Spear stated it was important to address that pets are the responsibility of the owner. Hillcrest is more of a user friendly park and has more versatility. Ms. Burroughes stated the wording "Keep animals on a leash or under the physical control of the owners" was sufficient.

Ms. Pellegrino-Spear asked if the parks closed at sunset. Mr. Dayhoff stated it was recommended sunset by Mr. Howalt. Mr. Howalt stated 10:00 p.m. works in the summer. Now 10:00 p.m. is five hours past sunset. He asked if they would rather say from sunrise to sunset. Mr. Williams stated the 10:00 p.m. was fine because he has had soccer practice after work at 5:00 or 6:00 p.m. and they would have been kicked out if it said parks closed at sunset. Mr. Dayhoff stated he spoke with the Police Department and they said 11:00 p.m. Mr. Baca stated the schools playgrounds are open from 4:00 a.m. – 10:00 p.m. Mr. Howalt stated they could be consistent with the schools. The committee agreed.

Mr. Howalt suggested going verbatim from the ordinance for pets on a leash "An animal must be on a leash or under the control of a person physically able to control it" for Hillcrest Park. Mayor Pro Tem Garza asked if they had liability for the pets. Mr. Howalt stated they could add a bullet point. Ms. Pellegrino-Spear suggested "

Mr. Dayhoff asked if they would make Ned Houk Park the same as Hillcrest Park. They would have to change the fishing. Mr. Williams asked if Hillcrest Park would ever be stocked. Mr. Howalt stated there wouldn't be because it was regulated because of the effluent reuse water that is currently in the lake. Ms. Pellegrino-Spear asked if there were signs that said that. Mr. Howalt stated there were.

Mr. Dayhoff stated Dennis Chavez would be identical to Greene Acres Park. Ms. Burroughes asked about Goodwin Lake Trails. Mr. Dayhoff stated they should probably review the rules for that one. Mayor Pro Tem Garza asked if they were going to come back for a final recommendation. Commissioner Madrid stated this was for action.

Ms. Pellegrino-Spear asked what unauthorized motor vehicles were. Mr. Dayhoff stated 4 wheelers. Mr. Howalt stated at Ned Houk there are designated areas where they can have 4 wheelers.

Mayor Pro Tem Garza asked if concealed carry allowed people to still carry. Mr. Dayhoff stated he understood that there had to be a certain sign. Mr. Wilson asked if they could conceal carry. Mr. Dayhoff stated they could. Ms. Burroughes stated there would be firearms in Ned Houk once they have the shooting range. Mr. Dayhoff stated these signs would be in the picnic area and the shooting range is further away.

Mr. Williams asked if there as no open carry in any park. Mr. Wilson stated open carry no, but concealed carry yes. Mayor Pro Tem Garza stated they have to have some type of signage. Ms. Pellegrino-Spear stated they want to make sure it says "No open carry firearms". Mr. Howalt stated they would check the statute.

Commissioner Madrid asked if the parks hours were for all of the parks. Mr. Howalt stated it was. Ms. Burroughes asked if they decided anything about the golf course. Commissioner Madrid stated all dogs should be on a leash. Mayor Pro Tem Garza stated management at the Golf Course has the authority to say no dogs allowed. Commissioner Madrid stated people could have service dogs with them. Mr. Kuchta stated they are on a leash. Mayor Pro Tem Garza this was not a park. Mr. Howalt asked if they wanted animals on a leash or no animals. Ms. Gates stated no animals would be better. Ms.

Burroughes asked what happens when someone doesn't have a backyard and they live on the golf course. Mayor Pro Tem Garza stated he lives on the golf course and keeps his dog on a leash.

Mr. Howalt stated it goes back to the conversation of the golf course not being a park. It is being utilized as a park space. Patrons didn't walk their animals at the old golf course. Ms. Burroughes stated the difference is that they have houses on the golf course. She stated it would be hard to implement with all of these people living on the golf course with dogs. Ms. Pellegrino-Spear stated they were not going to stop people because they are in a residential area. Mayor Pro Tem Garza stated they weren't, but they could say no dogs on the golf course.

Ms. Pellegrino-Spear asked if there were clear hours posted at the golf course. Mayor Pro Tem Garza suggested "no animals on the course during daylight hours". Mr. Howalt stated the rules apply both to individuals utilizing the golf course for play and those utilizing the golf course for personal use. Mayor Pro Tem Garza stated they are not going to have police patrol going around the fairways but they need to be firm and move on.

Mr. Howalt stated "No animals on the golf course during golf hours. After golfing hours animal must be on a leash." Ms. Burroughes stated she would check to see if this had to go before the commission. Mr. Howalt recommended cleaning up the verbiage on all of the signs and then have one final look through including the golf course and Goodwin Lake Trails. He stated they would look at the language regarding motor vehicles and firearms issues. Mayor Pro Tem Garza stated they don't want to be too strict but they want to protect the citizens and city liability.

Commissioner Render made a motion to table the action regarding the parks signs; Ms. Pellegrino-Spear seconded the motion, which passed by acclamation.

Agenda Item No. 5 - For the good of the order

Update on projects

Mr. Dayhoff stated they completed the heating system in gym 1 at Roy Walker and the camera system as the zoo is almost complete. The fence on the north side of the zoo is complete, they have Christmas Nights at the zoo will be December 11-14 and there will be a boxing competition on December 8th at Roy Walker.

Ms. Pellegrino-Spear asked if they had enough lights for Christmas Nights at the Zoo. Mr. Dayhoff stated he would check with Mr. Romero.

Mr. Howalt stated the shooting range is at 90% complete.

Commissioner Madrid asked about the Railroad Park. Ms. Pellegrino-Spear stated they were almost finished with the Railroad Park. They have to order benches and finish the signage.

Ms. Burroughes asked if the schools could give an update. Mr. Baca stated the tennis courts should be open in a couple weeks to the public but will not be completed until the spring.

Commissioner Madrid stated the next meeting would be on January 28th. Ms. Burroughes advised that was the same day as the Legislative Dinner. She suggested February 4th at 5:00 p.m.

Agenda Item No. 6 - Adjournment

There being no further business to come before the committee the meeting adjourned at 6:10 p.m.

Chairman

SEAL
(ATTEST)

City Clerk