

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

**5:30 p.m.
Monday, February 24, 2020**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of September 23, 2019
4. Discussion and recommendation regarding disk golf, Teddy Guevara
5. Update regarding Capital Outlay, Claire Burroughes
6. Update regarding shooting range, Claire Burroughes
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 at 5:30 p.m., Monday, February 25, 2020 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 Rube Render
Mayor Pro Tem Juan Garza
Commissioner Gary Elliott
Joyce Gates, County
Gilbert Salguero, District 3
Tom Martin, District 4
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2

ABSENT: Ariana Terns, Boy Scouts of America

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

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

ALSO PRESENT: Vicki Reyes, Administration
Teddy Guevara, Disc Golf
Anthony Lopez, Disc Golf
Jessica Fisher, NM Game & Fish
Kevin Wilson, ENM News

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 September 23, 2019

Commissioner Martin made a motion to approve the minutes of September 23, 2019 as presented; Commissioner Render seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Discussion and recommendation regarding disc golf

Mr. Teddy Guevara, President of Disc Golf in Clovis, advised they are top five course in New Mexico with the course at Ned Houk. They want to expand more at Ned Houk into the Circle of Trees. They were offered the Circle of Trees a few years ago on Wheaton and 21st. If that is not an option, they are looking to expand to the north part of Ned Houk Park. The third option is Hillcrest Park. He advised they were given a budget 2 years ago for Ned Houk and they have a little over \$2,000 left. He asked if

they could use the remainder of that for a new project. He asked if they could do sponsorships if they are not allowed anymore funding.

Mr. Howalt asked Mr. Guevara if he has designed anything yet. Mr. Guevara advised he has not. Mr. Dayhoff asked if this would be a 9-hole. Mr. Guevara advised it would depend on the location. Hillcrest is closer to town and would be a 9-hole family friendly course. The Circle of Trees would be an 18-hole and the north part of Ned Houk he would like to have a family friendly 9-hole and an 18-hole course.

Ms. Spear asked how many people utilize this course. Mr. Guevara advised their club has been growing and they have 35-40 paid members. Saturdays and Sundays there are more people there that they don't know but he doesn't have a definite number and they play 3-4 times a week. Ms. Spear asked if they market the course. Mr. Guevara advised they do on facebook. Ms. Spear asked if they do facebook events. Mr. Guevara advised they do post events on facebook and have had 25-40 people show up.

Commissioner Madrid asked if they have received any complaints from people there not playing. Mr. Guevara advised not that he was aware of and they try to stay away from areas where people are. Mr. Anthony Lopez, Vice-President, advised the pedestrians have the right of way and they will warn them if there are people in the area.

Mr. Howalt asked if they have had any tournaments. Mr. Guevara advised they are going to have their first one in September. Commissioner Madrid advised the circle of trees does not have any parking. Mr. Guevara advised that area would take around a year to make it usable.

Ms. Spear asked what the budget was for what they have at Ned Houk. Mr. Guevara advised they used \$20,200. Mr. Wilson asked if they were doing a 27-hole or two separate courses at Ned Houk. Mr. Guevara advised they would like to do a 27-hole with a 9-hole inside.

Mr. Martin asked if this would have any adverse effect on the drainage with the circle of trees. Mr. Howalt advised it would not affect drainage but the flooding could affect them. Mr. Martin asked if this would be an additional course. Mr. Guevara advised it would be. Mr. Martin advised there is foot golf and disc golf combos. He asked if there was a foot golf/ball golf/disc golf combo. Mr. Guevara advised he could look into it. Mr. Martin advised he did not see a lot of activity on the Par 3 course so that might be a good idea. Mr. Howalt advised he has seen a ball golf and foot golf combined in Albuquerque.

Mr. Howalt asked if they create an entire new course would they abandon the course at Ned Houk essentially. Would they have enough play to keep both courses. Mr. Guevara advised they don't intend to abandon Ned Houk. They just want to expand into town, but would like to expand Ned Houk if moving into town isn't an option.

Ms. Spear asked if the concern at Hillcrest was that there was already other usage planned. Mr. Dayhoff advised it was more of a safety issue because of the walking trails and soccer. Mr. Guevara advised all kinds of golf have some type of risk so he didn't know why one would take precedence over the others. Commissioner Madrid advised their concern was all of the kids that are Hillcrest Park with soccer.

Commissioner Madrid advised they could look into this and see what they could come up with. Mr. Martin asked Mr. Howalt if he knew where they were looking at exactly. Mr. Howalt advised Mr. Dayhoff has all of that information.

Mr. Martin advised if there was away there could be a course at Hillcrest Park that would be a great idea.

Agenda Item No. 6 – Update regarding shooting range

Ms. Jessica Fisher advised the work for the planning is complete. The city has submitted their last invoice to the department and they are being reimbursed 75%. She will start building the budget for the grant and once that is approved the city can go to bid. Mr. Howalt advised the building itself will be a design build. The construction cost is estimated around \$3.5 million. They met today to discuss the incidental costs. Ms. Fisher advised it was around \$250,000 in equipment they would need. Mr. Howalt advised they have spent around \$20,000-\$30,000 and budgeted \$400,000.

Mr. Martin asked if he could get an update on the shooting range. Mr. Howalt advised he had all of the plans that they could look at. Ms. Fisher advised they held a public meeting last summer and unfortunately no one showed up.

Mr. Howalt advised he has heard feedback from trap and skeet shooters that are excited for this. The building will also have classrooms to have hunter safety education courses that will be run by a third party.

Ms. Spear advised it was great to hear about this and disc golf because it is such good quality of life.

Agenda Item No. 5 – Update regarding Capital Outlay

Mr. Howalt advised the capital outlay recommendations for the city were parking lots at AYSO, playground equipment at Dennis Chavez Park and lighting at Beachum Field. Commissioner Madrid asked which items they did not receive funding for. Mr. Howalt advised for construction dollars for 7th Street, animal control and the fuel farm at the airport.

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

Commissioner Madrid advised he spoke with someone that wanted to know why the city does not have a town square. He advised Main Street would be a good place for a town square. He thought the parking lot for the County would be a good place for a park. Ms. Spear advised they have worked with the county commissioners and legislators to have green space in the parking lot. They are planning to put in seating, green space with turf and a staging area with overhead shade to have outdoor events. They will also add food truck parking spaces and a plug in for electric vehicles. They have some designs with Lydick Engineering and New Mexico MainStreet. Ms. Spear advised Clovis was built different so they do not have a town square. These are great options for now to have community activities.

Mr. Martin asked where the parking lot was. Commissioner Madrid advised it was north of the library. Ms. Spear advised they are requesting the park section closest to the library.

Ms. Gates advised she would like to see something done with the Pappy Thornton Museum. She asked that it be added to the next agenda.

Mr. Williams asked if there is any sweeping done on the walking trails at Greene Acres Park to clean up after the geese. He's also heard complaints about some dark areas at the skate park. Mr. Dayhoff advised they could power wash the walking trails but would have problems with it the next day.

Update on projects

Mr. Dayhoff advised the roof of the YRB was blown off during a windstorm last March. Reed Roofing completed the roof in December, Two Horse is redoing the interior and it should be ready the middle of March.

They will remove the chain-link on Norris around AYSO and replace it with a black chain-link. The chain-link around the parks complex will also be replaced with metal. They had a group from the base paint all of the railing at Hillcrest Park.

Ms. Spear asked if the disc golf project was asking for funding and location. Mr. Dayhoff advised the last funding they received was from the easement funding and it was a one-time deal.

Commissioner Madrid advised the next meeting would be March 23.

Agenda Item no. 8 – Adjournment

There being no further business to come before the committee the meeting adjourned at 6:22 p.m.

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

**5:30 p.m.
Monday, June 22, 2020**

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

1. Call to Order
2. Roll Call
3. Election of Chair and Vice Chair
4. Approval of minutes of February 24, 2020
5. Update regarding shooting range, Justin Howalt
6. Update regarding New Mexico Clean & Beautiful grant, Mark Dayhoff
7. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Yard of the Month, Vicki Reyes
 - 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 at 5:30 p.m. Monday, June 23, 2020 in the North Annex, Clovis-Carver Library, 701 N. Main 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 Leo Lovett
Commissioner Gary Elliott, Vice Chair
Joyce Gates, County resident
Gilbert Salguero, District 3
Lisa Pellegrino-Spear, District 1
Tom Martin, District 4

ABSENT: Commissioner Rube Render
Jamaal Williams, District 2
Michael Koss, AYSO

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

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT : Vicki Reyes, Assistant City Clerk
Mike Morris, Mayor
Kevin Wilson, ENM News

Commissioner Madrid called the meeting to order at 5:35 p.m. and established the presence of a quorum.

Agenda Item No. 4 – Election of Chair and Vice Chair

Commissioner Elliott made a motion to appoint Commissioner Madrid to continue to serve as chair; Commissioner Lovett seconded the motion, which passed by acclamation. Commissioner Lovett made a motion to appoint Commissioner Elliott to serve as vice chair; Commissioner Madrid seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Approval of minutes of February 24, 2020

Commissioner Elliott made a motion to approve the minutes of February 24, 2020 as presented; Ms. Gates seconded the motion. With the exception of Commissioner Lovett who abstained the motion carried.

Agenda Item No. 5 – Update regarding shooting range

Mr. Howalt advised they have been working with Jessica Fisher with Game and Fish and Bohannan Huston on the plans. The federal delegation has approved the cost estimates so they have permission to go out to bid. The plan is to advertise the project at the beginning of July with a pre bid meeting on

July 20 and final approval by September. Construction is scheduled for 210 calendar days. Ms. Spear asked if they would get to see the design. Mr. Howalt advised he could email them once he has the finalized plans.

Agenda Item No. 6 – Update regarding New Mexico Clean & Beautiful Grant

Mr. Dayhoff advised the grant funds are for the two annual cleanups. It also funds the Yard of the Month program. The spring cleanup was cancelled due to the COVID outbreak. They did a budget amendment for a beautification project and decided to use those funds to xeriscape the front of the YRB. Bella Gardens finished the project two weeks ago. Moving forward they received a notice that they were awarded \$11,470 for the 2021 fiscal budget which is \$3,000 more than last year so they're hoping that they will be able to host a fall cleanup.

Ms. Spear asked if they could use any additional money to replant the flower pots on Main Street like they have done in the past. Mr. Dayhoff advised he would pass that on to Ms. Leinberger.

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

Ms. Gates advised she is very concerned about the house and the Pappy Thornton museum. Mr. Howalt advised they are working with the grant coordinator on potential rehabilitation funding, however, with COVID a lot of funding sources are not available. He advised they would keep looking into this though.

Commissioner Elliott asked for an update on the Levines Building. Mr. Howalt advised they have been working with Matt Biggs who was working with a local artist to get the graffiti covered. He may have to push plans back due to COVID but they have been in contact with Mr. Biggs.

Commissioner Lovett advised there was a discussion at the last meeting regarding disc golf. He asked if there was any decision on that. Mr. Dayhoff advised he hasn't heard anything back from them but will reach out to the group.

Ms. Spear advised the county broke ground on 8th and Main project and the expense to do the parking lot as previously designed was over budget. They are going to take out the turf and put in real grass instead. Mr. Howalt asked if there was an irrigation plan in place for the real grass. Ms. Spear advised they were.

Mr. Martin asked if they were going to place updates on the website in the parks section. Mr. Dayhoff advised he would check on that, but thought there had been some posted in regards to the pool due to COVID.

Update on projects

Mr. Dayhoff advised they just finished the fencing projects. Two Horse Construction completed the fence at Little Safari. They will begin the project at AYSO and replace the chain link. Roy Walker was painted inside and some of the outside during the closure. Commissioner Lovett advised that was an excellent idea having the employees from Roy Walker and other departments help with this while things were closed.

Yard of the Month

Ms. Reyes advised she has received nominations for yard of the month through the See Click Fix app and has forwarded those to the commission. The first announcement of winners will be made at the first meeting in July and will continue through September. Nominations can be made on the city's website and at City Hall.

Next meeting date and time

Mr. Howalt advised the next meeting would be at 5:30 p.m., July 27. He advised all board and committee meetings would now be held in the North Annex.

Agenda Item No. 8 – Adjournment

There being no further business to come before the board the meeting adjourned at 5:56 p.m.

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

**5:30 p.m.
Monday, September 28, 2020**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of June 22, 2020
4. Discussion and action regarding a disc golf course at Hillcrest Park, Teddy Guevara
5. Update regarding trees at Hillcrest and area parks, Mark Dayhoff
6. Update regarding proposed plan to interconnect parks, Justin Howalt
7. Update regarding shooting range, Justin Howalt
8. For the good of the order
 - a. Update on projects, Mark Dayhoff
 - b. Next meeting date and time
9. Adjournment

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COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session at 5:30 p.m., Monday, September 28, 2020 in the North Annex, Clovis-Carver Library, 701 N. Main 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 Leo Lovett
Commissioner Gary Elliott, Vice Chair
Joyce Gates, County resident
Gilbert Salguero, District 3
Lisa Pellegrino-Spear, District 1
Tom Martin, District 4
Jamaal Williams, District 2
Commissioner Rube Render

ABSENT:

Michael Koss, AYSO

EX-OFFICIO PRESENT:

Justin Howalt, City Manager
Mark Dayhoff, Parks Director

EX-OFFICIO ABSENT:

Lonnie Baca, CMS Athletic Director

ALSO PRESENT:

Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk
Mayor Pro Tem Bryant
Kevin Wilson, ENM News
Teddy Gueuara

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 22, 2020

Mr. Williams made a motion to approve the minutes of June 22, 2020 as presented; Commissioner Elliott seconded the motion. With the exception of Commissioner Render who abstained, the motion carried.

Agenda Item No. 4 – Discussion and action regarding a disc golf course at Hillcrest Park

Mr. Teddy Gueuara advised he is proposing a disc golf course at Hillcrest Park. It would be located on the east side by the pond and this is a no cost project. They have nine previous baskets and the signage is paid for. If they wanted to invest in concrete teepads at some point it would cost around \$2,000. Commissioner Elliott advised they were always concerned with

someone getting hit with the golf ball or disc. Commissioner Lovett asked if there were issues with people walking. Mr. Gueuara advised they have waited for walkers to pass and there will be signage. They have not had any problems other than a couple of stray discs. Commissioner Lovett asked how many members there were. Mr. Gueuara advised they have 32 paid members. Commissioner Lovett asked what the membership fee was. Mr. Gueuara advised they get a tag and a t-shirt.

Ms. Pellegrino-Spear asked how they market and advertise this. Mr. Gueuara advised there was a facebook page for the club. They want to hold events and partner with the Chamber.

Mr. Williams asked if this was to replace the one proposed at the circle of trees. Mr. Gueuara advised Hillcrest is the most central in Clovis. The circle of trees could be a plan later and if this doesn't go through they would look at the circle of trees.

Commissioner Lovett asked Mr. Dayhoff if there were any concerns. Mr. Dayhoff advised he didn't see any concerns with other golfers or walkers. Most courses in other communities are intertwined with walkers.

Mr. Howalt advised the city would show it as another amenity that is featured on the city's website. Commissioner Madrid asked if they would pay for the concrete pads later. Mr. Gueuara advised if they could they would.

Commissioner Elliott moved for approval; Commissioner Render seconded the motion, which passed by acclamation.

Agenda Item No. 5 – Update regarding trees at Hillcrest Park

Mr. Dayhoff advised their main focus were the trees at the old golf course area, which are all around 80 years old. They were able to have all of the trees pruned which made a big difference, but they are losing several every year. They have 15 that will be removed soon because they are dead and are looking to replant trees beginning this winter. Most of the trees are along the edge of the fairway and there is less water that gets to them which has presented a problem. They have replaced several trees across from the Splash Park.

Ms. Gates asked if they were going to plant all elms. Mr. Dayhoff advised they would plant a variety of trees. Ms. Spear asked if they were going to cut any that are still alive. Mr. Dayhoff advised only the dead ones.

Agenda Item No. 6 – Update regarding proposed plan to interconnect parks

Mr. Howalt advised this was a project he has been working on with Mitch Gray with the healthy kids initiative. They recently pulled MainStreet into this as well. They want to interconnect all of the parks through a walking trail system. They want to build a trail system within the Liebelt Channel drainage area to be able to lead Bob Spencer Park to the southeast to Greene Acres Park. Once at Greene Acres Park they would widen the trail to an 8-foot trail and they would have the interconnection to Bob Spencer Park. To get individuals to Hillcrest Park they could go south down Main Street to 7th Street which ties into the Main Street district. They are making roadway improvements to 7th Street in various phases that also includes sidewalks and bike

lanes. If someone want to go from the Main Street district east to Hillcrest Park they would also have that interconnectivity available. Once they get to Hillcrest Park they can go east on 7th street to CCC and their trail system. This is a project that they have been working on internally.

Commissioner Madrid asked if they were going to interconnect Dennis Chavez Park. Mr. Howalt advised they weren't going to but could look into it. They can apply for signage through grant funding and then install in house. Commissioner Madrid asked what the cost was of the original plan. Mr. Howalt advised they hadn't put a cost in because it is expanding.

Ms. Pellegrino-Spear advised this would encourage people to get out and walk and realize that places aren't that far apart. Mr. Martin advised that was a good idea. He asked what would happen when someone comes to an intersection. Mr. Howalt advised they would develop the path system so that it's at a signal.

Mr. Williams asked if they could consider adding Potter Park. Mr. Howalt advised they could definitely look into that and keep adding into it.

Agenda Item No. 7 – Update regarding shooting range

Mr. Howalt advised they have sent the notice of intent to Duke City Builders. They are securing their required bonds and as soon as they get contracts and bonds back they will put together a schedule. They will also start working on a ground breaking process.

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

Commissioner Madrid asked about the lights at potter park. Mr. Howalt advised they have not received contracts yet but once the state gets to their next bond sale they may be able to start moving forward on the projects.

Update on projects

Mr. Dayhoff advised Two Horse Construction finished painting the large shelter at Hillcrest. Cut It Right is supposed to be starting tree trimming at the girls softball field. They will also go to Ned Houk to work on the most hazardous branches.

Ms. Burroughes advised they have scheduled the fall cleanup using COVID safe practices on October 24 from 8:00 a.m. – 12:00 p.m. They will not have the breakfast or lunch but will have raffles and has been approved by the state police.

They have a new Marketing, Communications and Grant Coordinator for the City of Clovis, Kelsey Knight. Ruthann Kelly wrote a grant for the city for a playa education classroom at Goodwin Lake Playa.

Mr. Dayhoff advised the bathroom at Hillcrest Park was vandalized this past weekend so it will be locked until it can be repaired.

Commissioner Elliott asked about the damage to the greens at the golf course. Mr. Howalt advised he had no new information yet. Holes 7, 8, 9, 10 and 11 were sprayed with roundup so it's killing the greens.

Ms. Spear advised they have been working on the new design for the old ice house. They will expand the current railroad park. She thanked Mr. Howalt and Ms. Burroughes for their help with remediation of the property. That was with funding through to capital outlay.

Next meeting date and time

Ms. Burroughes advised due to COVID safe practices and using the north annex now the meeting scheduled in October falls on the same date as the library board. She asked if they would mind moving to the 19th. Mr. Howalt advised the library board only meets quarterly.

Agenda Item No. 9 - Adjournment

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