

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

DUE TO GOVERNOR LUJAN GRISHAM'S ORDER LIMITING THE NUMBER OF ATTENDEES AT GATHERINGS, THE PARKS, RECREATION & BEAUTIFICATION COMMITTEE MEETING WILL NOT BE OPEN TO THE GENERAL PUBLIC. THE PUBLIC IS INVITED TO VIEW THE MEETING ON SUDDENLINK CHANNEL 10, WWW.CITYOFCLOVIS.ORG AND FACEBOOK AT CITY OF CLOVIS, NM (CITY GOVERNMENT) AND TO CALL IN QUESTIONS THEY MAY HAVE TO (575) 763-9200, WHICH WILL BE SHARED WITH THE COMMITTEE.

**5:30 p.m.
Monday, February 22, 2021**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of September 28, 2020
4. Update regarding shooting range, Justin Howalt
5. For the good of the order
 - a. Update on projects, Shane Cole, Justin Howalt
 - b. Report regarding Christmas lights at Greene Acres Park, Claire Burroughes
 - c. Next meeting date and time
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 at 5:30 p.m., Monday, February 22, 2021 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 Lauren Rowley (for Commissioner Elliott)
Joyce Gates, County resident
Gilbert Salguero, District 3
Lisa Pellegrino-Spear, District 1
Tom Martin, District 4
Commissioner Megan Palla

ABSENT: Jamaal Williams, District 2
 Michael Koss, AYSO

EX-OFFICIO PRESENT: Justin Howalt, City Manager
 Lonnie Baca, CMS Athletic Director
 John Walton, Parks Assistant Superintendent

ALSO PRESENT: Claire Burroughes, Assistant City Manager
 Vicki Reyes, Assistant City Clerk

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 28, 2020

Commissioner Lovett made a motion to approve the minutes of September 28, 2020 as presented; Mr. Salguero seconded the motion. With all voting in the affirmative, with the exception of Commissioner Rowley who abstained, the motion carried.

Agenda Item No. 4 – Update regarding shooting range

Mr. Howalt advised the construction at the shooting range is going well. They are currently working onsite and clearing the existing land. They are also working on the over excavation and the grading for the roadway and trail. They are also working on powerline relocation with Farmers Electric. The metal building has been ordered and delivered to the site. Recently, the City of Clovis approved change order number 1. During the site review there was an old transit pipe found onsite and they decided to remove 1400 linear feet of pipe. They are paying 90% of the project and were comfortable with the city removing all of it.

It was originally scheduled to be completed in May, but they are running a little behind schedule. They picked out the colors for the building and split face CMU units. He will have pictures for the committee to see at the next meeting.

Commissioner Lovett advised he spoke with someone this morning that will be volunteering there and he talked about this being a premiere facility and will attract people from out of town.

Mr. Martin asked if they could view this from a road. Mr. Howalt advised it was located near CR 17. There are signs for the motor park speedway and it is adjacent to that.

Mr. Howalt advised Roswell offers trap and skeet and the one here will offer trap, skeet, archery indoor and outdoor and indoor soft guns.

Ms. Pellegrino-Spear asked if they were moving the current archery range. Commissioner Madrid advised they were not. Mr. Martin advised he was glad to see that this did move forward.

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

Commissioner Madrid asked Ms. Gates if she has found out anything about the Pappy Thornton Museum. Ms. Gates advised she hasn't. Ms. Burroughes advised John Ryan, consultant for the city, is researching grants for this.

Update on projects

Mr. Walton advised they changed out shelters at Potter Park and installed gates at the aquatic center. They will have to take care of pipes that have burst due to the weather. The zoo did fairly well this month compared to December. Roy Walker is still closed to the public but doing tax aide until April 15.

Mr. Baca advised the schools purchased some timing devices for the swim team and will have dual swim meets in Clovis. If the city needs to use the system they will offer it to the city. Swim begins on March 22 for the swim team.

Mr. Howalt advised the major project is finding a replacement for Mark Dayhoff who retired in December. They are currently in the interview process. They plan to finish the process by the end of this week and have a selection made by the end of next week.

The irrigation at Colonial Park on the back 9 is being replaced. K. Barnett will install roadway crossings at the clubhouse and one further east at the Wedgewood Townhomes. They are also out to bid on the back 9 lake facilities. The entire golf course will be irrigated with those back 9 lakes.

There has been conversation about master planning Ned Houk Park similar to what they did with Hillcrest Park. They had a conversation with Consensus Planning regarding this and they will give the city a scope and work. Once there is funding identified they can put plans in place to implement any plans.

They received capital outlay funds, one for the parking lot at AYSO and one for the lights at Beachum. They will wait on that one for a new director to be in place. They will budget funds for the remainder of the project once they have a good price. There will be a match component to finish that project. The original award was for \$100,000 and that won't cover the cost to put the full lights in so they will budget funds once they have a good price. The final one was replacement of playground equipment.

Saturday evening, they were notified that the Lyceum Theater fire suppression system burst and water continued to run for several days unknown to the city. 10 feet of water filled the basement and started filling the theater itself. They got water and electric shut off. Public Works was able to pump out the water. They will be working with the insurance company on this. He thanked Ms. Pellegrino-Spear for checking on that all day today.

Ms. Burroughes also thanked Ms. Pellegrino-Spear. She advised they had Trek for Trash in September, but did not have a very big turnout. She thanked Commissioner Madrid and Commissioner Rowley for helping. They will push ahead with grant funding for the next cycle.

Last month the Outdoor Recreation Roundtable met and put together a Recreational Economic Development tool kit together that provides step-by-step instructions together for communities moving forward. Kelsey Knight is working to make sure they are promoting city parks and for funding. She will send the committee the link.

Report regarding Christmas lights at Greene Acres Park

Ms. Burroughes advised she and Ms. Pellegrino-Spear are on the Retail Committee with the Chamber of Commerce and they were discussing ways to promote downtown and they ended up in Greene Acres putting Christmas lights up. The city funded installing electric, the Retail Committee raised some funds and Ms. Pellegrino-Spear was able to get the lights from Xcel Energy. The Retail Committee would like to grow this for next year. They will need a company to put the lights up because it's too much for Ms. Spear to do alone. They will also need electrical to be put in.

Ms. Pellegrino-Spear advised it was nice to show community spirit. She thanked the commission for putting in the electric and Xcel for donating the lights. Any way they can look at a future expansion would be a benefit. They will need to look at more power. They ran thousands of feet of extension cords. Commissioner Madrid advised he had a lot of good comments about the lights. Mr. Howalt advised one of the challenges they will run into is that the facility floods. As they get closer to the lake it could be extremely challenging. Ms. Pellegrino-Spear advised she reached out to other communities who have done something similar and they also had to use many extension cords.

Ms. Pellegrino-spear advised they are moving forward with Lydick on the planning for the Railroad Park.

Next meeting date and time

Ms. Burroughes advised the commission has a meeting on March 22 that may go past 5:30 p.m. She asked if they could move the meeting to March 29. The committee agreed.

Agenda Item No. 6 – Adjournment

There being no further business to come before the committee the meeting adjourned at 6:03 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, March 29, 2021**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of February 22, 2021
4. Introduction of Parks and Recreation Director Russell Hooper, Justin Howalt
5. Discussion regarding Parks Master Plan, Claire Burroughes
6. Discussion regarding athletic organizations reopening, Claire Burroughes
7. Update regarding zoo projects, Vince Romero
8. For the good of the order
 - a. Update on projects
 - i. Grant funding for UPS Tree Planting at Greene Acres Park, Kelsey Knight
 - ii. Arbor Day Activities, 11:00 a.m., Friday, April 30, 2021, Greene Acres Park, Claire Burroughes
 - iii. Ongoing work at Colonial Park Golf Course, Justin Howalt
 - iv. Capital Outlay Funding
 - b. Great American Cleanup, May 8, 2021, 500 Sycamore, Claire Burroughes
 - c. Virtual Town Hall for New Mexico's Statewide Comprehensive Outdoor Recreation Plan, Claire Burroughes
 - d. 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, March 29, 2021 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 Elliott
Joyce Gates, County resident
Gilbert Salguero, District 3
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2
Commissioner Megan Palla

ABSENT: Tom Martin, District 4

EX-OFFICIO PRESENT: Justin Howalt, City Manger
Lonnie Baca, CMS Athletic Director
Russell Hooper, Parks & Recreation Director

ALSO PRESENT: Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk
Vince Romero, Zoo Superintendent
Marty Tressell,
Kevin Wilson, ENM News
Scott Schuman

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

Agenda Item No. 3 – Approval of minutes of February 22, 2021

Commissioner Lovett made a motion to approve the minutes of February 22, 2021 as presented; Commissioner Palla seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Introduction of Parks and Recreation Director

Mr. Howalt introduced Russell Hooper, Parks & Rec. Director from Dallas. He was there for 13 years and started as an irrigation technician. Mr. Hooper advised he has been with the city now 6 days and it has been a learning experience. There are a few projects that have come up and they are starting to tackle those. Commissioner Madrid welcomed Mr. Hooper and asked everyone to introduce themselves.

Agenda Item No. 5 – Discussion regarding Parks Master Plan

Ms. Burroughes advised in 2015 the city completed a Parks Master Plan that is on the city’s website. They have been working to complete the priorities that are listed in the back of that document. The committee was given a list of recommendations that has short term, medium term and long-term goals.

Commissioner Madrid advised the fence at Roy Walker needs to be replaced. Mr. Howalt advised they could get a price to do that. The fence that faces 60/84 may have to wait until NMDOT finishes the road work there.

Ms. Burroughes showed a powerpoint of the Pappy Thornton Museum at Ned Houk Park. She advised Kelsey Knight, Marketing, Communication & Grant Coordinator, Commissioner Madrid, Mr. Hooper and herself toured the museum last week. There are various historic artifacts that have been donated to the city over a period of many years. The last time anyone had been in there was at least a year ago and there is no formal organization for all of this. She

has staff looking for grants for this property. She asked the committee how they would like for staff to proceed. Ms. Gates advised she taught second grade for many years and always took her class to the museum. She retired in 1999 and didn't realize how bad it was until she took her grandchildren there. It bothers her that they let it deteriorate.

Ms. Burroughes spoke with Wilma Fulgham who served on the Ned Houk Park Board for many years regarding this and there are no agreements in place for anything. Commissioner Lovett advised this was the first time he realized that the city had this museum. Mr. Howalt advised from a directional standpoint there is a lot of equipment there and if they are trying to move all of those pieces indoors that is going to have to be a very large structure. When they start looking at costs they need to decide what is worth salvaging and what isn't and what is worth bringing in doors and what isn't. Things are beginning to deteriorate from the elements. Ms. Burroughes advised they may want to look for a historian to help facilitate this.

Commissioner Palla asked if the homestead was secure. Ms. Gates advised the house is falling down. Ms. Burroughes advised the whole area is secured but they could not go into the house. Commissioner Palla asked if they could move some of the more historic pieces into town. Mr. Howalt advised the city doesn't have extra storage place in town. They have checked with the historic preservation and found that the house was not in its original location or a historic landmark. They would need to look into prices to restore it and keep the historic preservation.

Ms. Burroughes advised there are several people that don't realize the museum is there. She asked if it was in the right location or if it should be moved into town. Commissioner Elliott advised it would be a good idea for the committee to make a trip there. He didn't know if the house could ever be resurrected. As for the equipment, he didn't know if it needed to be inside since it has been outside already for so many years. Ms. Pellegrino-Spear advised they did have a tour last year but they have new members that haven't seen it. She asked if since the county has the little house at the fairgrounds if they could ask the county if they would want to partner somehow. She asked if they could put more pieces throughout the community with plaques. Ms. Burroughes advised they can facilitate the meeting next month to be at Ned Houk Park and can work on the ideas that Ms. Pellegrino-Spear had mentioned. Mr. Hooper advised the random pieces around the city is an idea they can look into.

Commissioner Lovett asked if they had any idea on who they could contact to look at the equipment. He advised he has a couple of people he could call. Ms. Burroughes advised she would add the Pappy Thornton museum to the long term on the Parks Master Plan.

Agenda Item No. 6 – Discussion regarding athletic organizations reopening

Ms. Burroughes advised the city has been working with various athletic organizations since the county has gone yellow and now green. The capacity is not the city's decision and the organizations have to work with the state. The city has been working with Captain O'Leary with the State Police, on all of this.

Mr. Howalt advised Roy Walker is open and they have put notices up of capacity in each of the rooms. They have done some remodeling during the shutdown and AARP is still there working on taxes.

Mr. Baca advised basketball will have their first game this week, swim will have meets beginning next week, football will end this Saturday. The original plan was to have a bowl game but that didn't work out. The Wildcats will play Roswell High in Clovis next Saturday. The girls volleyball team qualified for the state volleyball tournament for the first time since 2014. Soccer is finishing up and will have their state tournament next week. All of the spring sports will start next week as well.

Mr. Hooper advised Roy Walker had over 60 people there today. Ms. Burroughes advised the outdoor activities for Senior Services will begin on April 1.

Mr. Salguero advised they had over 40 teams at Guy Leeder over the weekend. This is the first tournament they have had in over 16 months. Everyone did what was asked of them and they had no problems. Ms. Burroughes thanked Captain O'Leary for all of his help and guidance.

Mr. Williams advised baseball is starting to commence their guidelines so they can open as well. They hope for late spring/summer youth baseball league.

Mr. Baca advised the high school will have wrestling program for the first time. They are the only 5A school in the state to not have a wrestling team.

Agenda Item No. 7 – Update regarding zoo projects

Mr. Romero advised they started to replace one of their retaining walls and will start working on the bird aviaries. They also received the bid to work on the front pit areas. The zoo just acquired a llama and her baby. Commissioner Madrid asked if there have been a lot of people coming to the zoo. Mr. Romero advised the numbers have picked up since spring break. Ms. Pellegrino-Spear suggested a library reading to show off the new llama. There is a whole series of books on a baby llama and her mama. Mr. Romero stated that was a good idea and would speak with Margaret Hinchee, Library Director, regarding this. Ms. Burroughes suggested a tour of the zoo for the committee.

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

Grant funding for UPS Tree Planting at Greene Acres Park

Ms. Burroughes advised Ms. Knight has been working on a UPS tree planting grant. It has been submitted and was for \$5,000.

Arbor Day Activities

Ms. Burroughes advised Arbor Day is scheduled for April 30. Mr. Hooper and herself have been working on how to grow this program. The Board of Realtors have donated \$500 to purchase more trees. Commissioner Lovett asked if the city had a tree farm. Ms. Burroughes advised they did. Mr. Howalt advised they have a tree spade and have had trees donated. Mr. Hooper will be tasked with a tree replacement plan.

Ongoing work at Colonial Park Golf Course

Mr. Howalt showed a powerpoint of the improvements at colonial. They work on the ponds at the back 9 by pumping the water out and once it started to dry out they were able to excavate. Excavation work should take around 15 days. They are working on the irrigation as well.

Mr. Schuman asked if the land off of Wilhite was city land. Mr. Howalt advised the contractor made an agreement with the property owner to store the excavated soil there.

Shooting Range

Mr. Howalt advised they are making progress at the shooting range. They will start working on an RFP for the design and equipment supply. The layout of the course hasn't been designed for the sporting clay. The completion date should be sometime in August.

Mr. Marty Tressell, Eastern New Mexico Range Management, advised they are beginning to work towards developing volunteer staff. They have seven board members and are looking to develop a board of directors. They need to be certified as NRA Basic Range Managers. The second thing is raising funds to operate the program. They have been working with Ms. Burroughes and Mr. Howalt to develop a sponsorship program as well as membership programs. They won't have to be a member to shoot. The other critical factor is finding shotgun shells. He thanked the commission for all of their support.

Commissioner Elliott thanked Mr. Tressell for his leadership and all of his hard work. Mr. Tressell thanked Bill Adams for all of his work. Mr. Howalt advised this has been a great partnership. Commissioner Madrid advised this is all being done without tax payer's money. Mr. Howalt advised when someone purchases anything relating to this sporting industry the taxes go towards the Pittman-Robinson Act. The city is also contributing funds to the project up to \$400,000.

Capital Outlay Funding

Mr. Hooper advised they have returns on the \$100,000 for lighting at Beachum Field, \$250,000 for resurfacing and parking lot improvements at the north end of Hillcrest Park and \$75,000 for lighting at Dennis Chavez Park. Ms. Burroughes advised these are all agreements that they just recently received from the 202 Legislative Session. In this Legislative Session the City of Clovis received \$75,000 for playground equipment.

Clovis MainStreet

Ms. Pellegrino-Spear advised MainStreet was able to install 13 wind art sculptures downtown. Commissioner Madrid advised he heard a lot of good comments about the sculptures.

Great American Cleanup

Ms. Burroughes advised they will schedule the spring cleanup at 8:00 a.m. on May 8. They will also send letters to the city's partners to participate. She encouraged everyone the Parks Board to join. On Thursday they have the request to apply for and accept the 2022 Clean and Beautiful Grant on the City Commission agenda. They received \$11,470 last year, which they used for beautification projects throughout the year.

Virtual Town Hall for New Mexico's Statewide Comprehensive Outdoor Recreation Plan

Ms. Burroughes advised on March 25 Commissioner Madrid, Mr. Hooper and herself attended the virtual town hall. Each state is required to develop a SCORP. They are completing a survey that she encouraged everyone to get involved with. The survey is on www.getoutsidenm.org.

Next meeting date and time

Ms. Burroughes advised the next meeting will be at Ned Houk Park on April 26 at 5:30 at the Pappy Thornton Museum.

Ms. Schuman advised he spoke with Ms. Burroughes regarding pickleball courts. He advised other communities are replacing tennis courts with pickleball courts. He advised he would like to know how they could get some courts in the city. He asked if they could resurface the court that is at Greene Acres. There is one at Roy Walker, but it is a slick surface so it is not ideal. Mr. Howalt advised they have started to look into prices for resurfacing. There are also courts at Hillcrest Park and Pat Sandoval Park.

Agenda Item No. 9 – Adjournment

There being no further business to come before the committee the meeting adjourned at 6:36 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, April 26, 2021**

**Pappy Thornton Museum
Ned Houk Park**

1. Call to Order
2. Roll Call
3. Approval of minutes of March 29, 2021
4. Tour and discussion regarding the Pappy Thornton Museum
5. Update regarding playground equipment at Dennis Chavez, Russell Hooper
6. Update regarding Beachum Field lighting, Russell Hooper
7. Update regarding the AYSO & Dickenson Field parking lot, Russell Hooper
8. For the good of the order
 - a. 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, April 26, 2021 at the Pappy Thornton Museum at Ned Houk Park 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 Megan Palla
Joyce Gales, County resident
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2

ABSENT: Commissioner Leo Lovett
 Gilbert Salguero, District 3
 Tom Martin, District 4

EX-OFFICIO PRESENT: Justin Howalt, City Manager
 Russell Hooper, Parks & Recreation Director

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT : Vicki Reyes, Assistant City Clerk
 Patsy Delk
 Kevin Wilson, ENM News
 Steven Hewitt, City of Clovis IT

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

Agenda Item No. 3 – Approval of minutes of March 29, 2021

Commissioner Elliott made a motion to approve the minutes of March 29, 2021 as presented; Commissioner Palla seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Tour and discussion regarding the Pappy Thornton Museum

Mr. Howalt advised the signage outside the museum needs to be changed. He wasn't sure whose number that was on the sign. Ms. Delk advised Phillip Frasey, secretary of the Historic Foundation, may be able to help with that.

Ms. Delk advised she spoke with County Manager Pyle about putting some of the equipment at the fairgrounds. There was also a suggestion of auctioning off some of the duplicates because some pieces of equipment have 2-3 of the same pieces. No matter what they decide to do they need to make sure the equipment is protected.

Mr. Howalt advised the Farm & Ranch Museum in Las Cruces worked with the NM Department of Cultural Affairs on their museum. The only issue with working with the state is that they are back logged. City staff is going to see if there is a possibility of partnering with the ag community (SWC, DFA, etc.). Commissioner Palla asked what was in the Blackwater Draw Museum. Mr. Howalt thought Eastern had it, but wasn't sure what they were using it for. Ms. Gates advised Blackwater Draw had very bad leaks. Ms. Delk advised they are still holding out hope for the old post office.

Ms. Pellegrino-Spear advised this would be an opportunity to put some of the equipment downtown with plaques explaining what the equipment is and what it's used for. She met with a boy scout who is working on his eagle scout project and this was something he was interested in. She advised there are various areas on Main Street that could house pieces. Ms. Gates advised the pieces would be nice downtown as long as they are maintained. Ms. Pellegrino-Spear advised some of the pieces could be easily restored. Mr. Wilson asked if they could place

something at the Railroad Park. Ms. Pellegrino-Spear advised they could. Ms. Delk asked if the city would help move the pieces. Mr. Howalt advised the city has the trailers to move them.

Commissioner Elliott asked if Cheapo Depot belonged to the city and if they could put pieces there. Mr. Howalt advised the city does own it and they are going to put a parking lot, landscaping and an area to put a historic clock. They wanted to stay with the railroad theme. Commissioner Madrid asked if it would be a good idea to put pieces there because they could have kids playing on them. Ms. Pellegrino-Spear thought it would be a good idea to have them for kids to play and climb on.

Ms. Pellegrino-Spear advised she spoke with the county regarding the potential of using the ag barn. When she was working for the events center they changed the ag barn to be half display of farming equipment.

Ms. Gates advised the house that is currently at Pappy Thornton is not worth fixing. Mr. Williams asked if it could be duplicated. Mr. Howalt advised it could if they had the money for it.

Commissioner Palla liked the idea of moving some of the pieces to Main Street and the fairgrounds. Mr. Howalt advised if they decided to create a museum it would have to be in town instead of Ned Houk Park.

The committee toured the museum after the meeting.

Agenda Item No. 5 – Update regarding playground equipment at Dennis Chavez Park

Mr. Hooper advised he has spoke to three playground manufacturers regarding two separate playgrounds that he would like to consolidate. There has to be one area that has 5-12 and a 2-5 area. Creative Designs could not get any local contractors to give amounts so they came up with a proposal for four new pieces. Commissioner Palla asked what was on the bottom of the playground. Mr. Hooper advised it was a wood mulch for playground surfaces but it is ADA complaint and will not rot. Ms. Pellegrino-Spear asked if any other parks had this. Mr. Hooper advised they didn't, but this would make the park current.

Extra Play has four pieces as well. These two manufacturers are the front runners. Mr. Howalt advised this was capital outlay money from last year in the amount of \$75,000. Ms. Pellegrino-Spear asked if both manufacturers were the same price. Mr. Hooper said they were not. They gave quotes based on experience because they could not get bids back. One is around \$50,000 and the other is around \$75,000, but total cost would probably be closer to \$75,000 and \$95,000.

Mr. Hooper advised parks would demo the area to give a clean slate to work with. Some of the metal equipment that is currently at Dennis Chavez Park can be salvaged and used at other parks.

Agenda Item No. 6 – Update regarding Beachum Field lighting

Mr. Hooper advised he received another quote. He called several different contractors, but has not received many quotes. The quotes he did receive came in around \$200,000 and they received \$100,000 so the city will fund the remainder.

Agenda Item No. 7 – Update regarding the AYSO & Dickenson Field parking lot

Mr. Hooper advised he spoke with K. Barnett and they gave a quote of \$90,000 for AYSO. They also looked at the next section on 14th Street, which came out to \$50,000. Dickenson Field came out a little high, but they were able to take out a few things and the total of everything came out to \$240,000. The city received \$250,000 in capital outlay. The purchase order has been submitted and they will need the NOO from the state before they can start. He's not sure of the time frame but all work will be done during the week so they don't interfere with games. Guy Leeder will also be top sealed and repainted.

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

Mr. Hooper advised they are waiting on bids for a fence at Pat Sandoval Park. Mr. Howalt advised there is a road there that dead ends and they don't need it there anymore. He suggested from a vacation standpoint turning it into a park.

Mr. Howalt advised the pond at Colonial Park Golf Course will have the liner put in and the wet well crew will be there on Monday.

Ms. Reyes advised she and Ms. Burroughes spoke regarding the meeting dates conflicting quarterly with the Library Board. After looking at the ordinance for this committee it shows that they are only required to meet at least quarterly and the Library Board has set meeting times in their ordinance. They suggested moving the Parks, Recreation & Beautification Committee meetings to the third Monday of each month. The committee agreed. Mr. Howalt advised they would look at the next agenda and tentatively plan for May 17.

Agenda Item No. 9 – Adjournment

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

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, May 17, 2021**

**Hillcrest Park Zoo
1208 N. Norris**

1. Call to Order
2. Roll Call
3. Approval of minutes of April 26, 2021
4. Tour and discussion regarding the Hillcrest Park Zoo Projects, Vince Romero
5. Updates on parks projects, Russell Hooper
6. For the good of the order
 - a. Next meeting date and time
7. 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, May 17, 2021 at the Hillcrest Park Zoo 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 Leo Lovett
Gilbert Salguero, District 3
Tom Martin, District 4
Joyce Gales, County resident

ABSENT: Commissioner Megan Palla
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2

EX-OFFICIO PRESENT: Justin Howalt, City Manager
Russell Hooper, Parks & Recreation Director

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT: Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk
Kevin Wilson, ENM News
Steven Hewitt, City of Clovis IT

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

Agenda Item No. 3 – Approval of minutes of April 26, 2021

Commissioner Elliott made a motion to approve the minutes of March 29, 2021 as presented; Mr. Martin seconded the motion. The motion passed by acclamation, with the exception of Commissioner Lovett who abstained.

Agenda Item No. 4 – Tour and discussion regarding the Hillcrest Park Zoo projects

Ms. Burroughes advised in March 2012 the city did a bond for improvements to the park and that included the zoo. She asked how much they generate with the gift shop. Mr. Romero advised ticket sales are around \$80,000 - \$90,000 a year and the gift shop around \$20,000 a year. Ms. Burroughes asked about the concession area. Mr. Romero advised it was hard to bring someone in because they won't make a lot of money, but it is free rent and utilities. The gift shop sells sodas and they plan to get more snacks.

Ms. Burroughes asked how many species of animals are in the zoo. Mr. Romero advised 63-67 and around 180 total animals. Ms. Burroughes asked how many employees were at the zoo and what their budget was. Mr. Romero advised there were 10 employees and their budget is around \$600,000.

Commissioner Lovett asked if this was still the second largest zoo in the state. Mr. Romero advised it was second to Albuquerque. He advised it was hard to get animals in right now.

The committee toured the zoo.

Agenda Item No. 5 – Update on parks projects

Mr. Hooper advised the AYSO, Dickenson Field and Guy Leeder parking lots have been redone. That was a \$250,000 grant and is 90% complete. They narrowed down the bids for the playground equipment. The parks department may have to buy the equipment and then pay to have it installed. They received several different quotes regarding the lighting at Beachum Field

and some contractors that have piggybacked on those quotes. Family Fun Day was this past weekend and they had 2,050 people through the zoo and \$1200 through the giftshop. The pools are scheduled to be opened Memorial Day weekend. They had 220 volunteers at the Great American Cleanup.

Ms. Burroughes advised Smoke on the Water would happen this year as normal. The city is applying for a Pet Co. grant, which is a 50/50 match of \$25,000 for a new dog park on 14th Street. They are also applying for a grant through the Economic Development Department to have a summer youth program next summer for K-5 at the YRB.

Commissioner Lovett asked about the Christmas lights at Greene Acres. Ms. Burroughes advised that was an ongoing project with the Chamber's Retail Committee. Ms. Pellegrino-Spear is taking inventory of all of the lights.

Ms. Burroughes advised Roy Walker was open again. Mr. Hooper advised they are still at 75% capacity at all facilities. They are working on new signage for the parks. Mr. Howalt advised the irrigation is in at the new pond at the golf course and they set the pump house today. They hope to have it on by Thursday. Mr. Hooper advised they are working on their user agreements and making sure the pricing is up to date.

Commissioner Elliott asked about the shooting range. Mr. Hooper advised the foundation has been poured and the plumbing is in. Ms. Burroughes advised the Mayor asked for a future agenda item to name the hunter education building the "Joe Thomas Hunter Education Center". That will go before the commission at their first meeting in June.

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

Ms. Reyes advised the next meeting would be June 21 at 5:30 p.m.

Agenda Item No. 9 – Adjournment

There being no further business to come before the committee the meeting adjourned at 7:15 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, June 28, 2021**

**Roy Walker Recreation Center
316 W. 2nd**

1. Call to Order
2. Roll Call
3. Approval of minutes of May 17, 2021
4. Tour of Roy Walker Recreation Center, Russell Hooper
5. Discussion regarding vandalism to restrooms
6. Update regarding KABOOM! Grant, Claire Burroughes
7. Updates on parks projects, Russell Hooper
8. For the good of the order
 - a. NM Clean & Beautiful Grant, Claire Burroughes
 - b. Trek for Trash, Saturday, October 9, 2021
 - c. Next meeting date and time
9. Adjournment

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

Mr. Williams asked about summer hires. Mr. Hooper advised Reuben Gonzales was out and they lost their custodian, but should be hiring another soon. Mr. Salguero asked where the jobs were posted. Mr. Hooper advised on the city website.

Ms. Burroughes advised during COVID some of the librarians painted some of the rooms.

Agenda Item No. 5 – Discussion regarding vandalism to restrooms

Mr. Hooper advised Parks has opened all of the restrooms except one at Greene Acres. The problems have been that lights and stalls are being stolen inside city park restrooms throughout the community. There needs to be a decision made as to what level they need to maintain restrooms. They need to decide what they are willing to pay for. Ms. Burroughes advised vandals are breaking the automatic locks, stealing light fixtures and destroying everything inside. Ms. Burroughes and Mr. Hooper and Mr. Howalt met regarding the damage to the facilities when they are left open to the public when they are not being used for league play following complaints regarding the facilities being closed. They decided to unlock the facilities, leave them open and monitor what the costs were to repair the damage for a couple of months and then come back to the Parks & Recreation Board for a decision as to how they would like to move forward.

Commissioner Palla asked Mr. Hooper what they did in Dallas. Mr. Hooper advised they used porta-potties. Mr. Salguero discussed the police patrolling the park areas. Mr. Hooper asked if they want the police patrolling parks, but there are more important things they need to be doing. Commissioner Elliott advised the police department is currently down 12 officers.

Commissioner Lovett asked if this has always been a problem and Ms. Burroughes advised it had been like to a certain extent but was getting worse. Every weekend the restrooms at Greene Acres are being destroyed. Commissioner Madrid observed that the tax payers are paying for the restrooms, but people are still destroying them.

Commissioner Lovett asked what the latest time was parks maintenance at work. Mr. Hooper advised they work until 2:30 p.m., Monday – Friday. Ms. Burroughes advised they could look at potentially having shift work to enable employees to be at work later in the day. Mr. Salguero felt the people vandalizing the parks are just going to wait until the employees leave.

Commissioner Palla asked if there was a specific park that had more vandalism. Mr. Hooper advised Greene Acres and Hillcrest Park were the worst. Commissioner Palla asked if they could focus on those parks for a few weeks. Mr. Hooper advised there are some options that they could try. Ms. Burroughes advised Representative Zamora was concerned about another park area being locked (Rierson).

Mr. Hooper advised they couldn't shut them down. Mr. Salguero advised a citizen shouldn't have to endanger themselves by stopping someone vandalizing the restroom, it should be up to the officers. Mr. Hooper advised this happens everywhere.

Commissioner Lovett asked staff to try a few different things and bring back the cost of repairs at the next meeting. Mr. Hooper advised they would get more information at the next meeting.

Mr. Williams asked if it was policy to leave the restrooms open at Beachum Field. Mr. Hooper advised it was, but it was just opened late.

Agenda Item No. 6 – Update regarding KABOOM! grant

Ms. Burroughes advised the Commission approved applying \$8,500.00 towards a KABOOM! grant for construction of a playground at Greene Acres Park. They had various meetings last week and they are looking to have a community meeting for people that use Greene Acres to help built the playground. She asked the Parks Board if they would participate in the community meeting. They need 40 people over a period of 4-5 days to come in for 3 hours at a time to help construct the playground. It usually costs \$100,000 for a playground so \$8,500 is a much better cost. The committee will receive an invitation within the next couple of weeks to join a virtual meeting regarding this. They would like to do this in low to moderate income areas.

Mr. Martin asked if KABOOM! contributes anything. Ms. Burroughes advised they contribute the playground equipment and bring volunteers as well. Mr. Hooper advised KABOOM! have built up their network enough to get donations from various companies. Ms. Burroughes advised KABOOM! was one of the funding sources listed in the Parks Master Plan. CDBG is no longer an eligible use for playground equipment like it was in the past.

Mr. Martin asked if they could see the plan. Mr. Hooper advised that would be part of the meeting with KABOOM! They will also meet with children in the community to see what they would like. It is all community driven.

Agenda Item No. 7 – Update on parks projects

Mr. Hooper advised they have narrowed it down to two companies to install playground equipment at Dennis Chavez, but they are having difficulties finding people to install. He showed photos from Exerplay. They received two quotes from them for \$71,14998 and \$129,095.51. Parks will do the site prep.

The second quote is from Burke and has five different components. Ms. Burroughes asked Mr. Hooper what his recommendation was. Mr. Hooper advised he wasn't sure yet. The quote from Burke was for \$104,598.78. Both quotes are in the same ballpark and they are offering most of the same features.

Commissioner Palla asked if one had a better warranty than the other. Mr. Hooper advised they would all be the same. He advised this was all based on the \$75,000 grant. Commissioner Madrid advised it would be a better deal for the company that has someone to install the equipment. Ms. Burroughes asked Mr. Hooper if he spoke with John King to find out where the schools purchased their new equipment. Mr. Hooper advised he did.

Mr. Salguero asked if this was something they were going to do right away. Mr. Hooper advised this was ready to go now.

Commissioner Palla advised she preferred Burke because they have five components and it's easier on the Parks Department. Commissioner Madrid advised since they have someone to install the equipment that's a big plus. The committee recommended moving forward with Burke.

Ms. Burroughes advised this would be partially funded with the initial \$75,000 in capital outlay the City of Clovis had received during the 2020 Legislative Session. They received a further \$75,000 during the 2021 Legislative Session. They haven't received the funding agreements from the 2021 Legislative Session.

Potter Pool - Mr. Hooper advised Potter Pool was supposed to be inspected today but was pushed back due to the rain. That should happen this week and they will start earlier on opening the pool next year. All facilities will be closed Sunday, July 4 and Monday, July 5.

Outdoor Equity Grant - Ms. Burroughes advised they have been working on an Outdoor Equity Grant for a summer youth program. Albertsons has agreed to provide all of the snacks, the summer lunch program will provide lunch and Ms. Knight has put together a video. If they aren't successful, they will take it to the commission.

Bark for Your Park - The City Commission approved applying for \$25,000 for a Bark for your Park grant for a dog park on 14th Street between Yucca Junior High and the old Parkview Elementary.

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

NM Clean & Beautiful Grant

Ms. Burroughes advised the City of Clovis received \$19,000 from the NM Clean and Beautiful Grant for the two cleanups and new trash bins at Hillcrest Park.

Trek for Trash, Saturday, October 9, 2021

Ms. Burroughes advised Trek for Trash is scheduled for October 9. Mr. Salguero suggested they should contact Teen Court and Magistrate Court to see if anyone needs community service hours.

Overnight Parking – Ned Houk Park

Commissioner Madrid advised they have previously discussed overnight parking at Ned Houk Park. Mr. Salguero advised it was harder to send officers to patrol the Ned Houk area. Commissioner Madrid advised anyone could be out there anyway because the park might be closed at 10:00 p.m., but they are not locked. He advised he was thinking about reservable spaces.

Ms. Burroughes asked Commissioner Madrid if overnight parking at Ned Houk Park was something he would like to do. Commissioner Madrid advised they could have parking facilities they could rent. He advised if they had more control over people parking it might be better.

Ms. Burroughes advised they may want to address this as part of the shooting range to allow for out-of-town competitions. Commissioner Madrid advised he would like to look into that. Commissioner Elliott advised people coming in for shooting competitions would probably want

to stay there. Commissioner Palla advised there were personal RV parks and she would hate for the city to get into the business of RV Parks.

Alcohol at Guy Leeder

Commissioner Madrid asked why the City doesn't sell alcohol at the softball fields. Mr. Salguero advised they would need a license and it causes problems with fighting. Commissioner Madrid advised there is already beer in the parking lots and this would be a better way to control it. Commissioner Palla advised if they sell it at the softball fields then other organizations will want the same thing. Mr. Salguero advised he was looking at it from a safety issue. Commissioner Madrid advised they need to be able to control it better. Commissioner Elliott advised it was a problem already and it would just escalate the problem if they can buy it at the concession stand. Mr. Williams advised if it's happening already than they should address it.

Ms. Burroughes asked if this would be a city license or a private license. Commissioner Madrid advised it would have to be a private license. Commissioner Lovett advised it would take a lot more than this committee to approve something like this.

Ms. Burroughes advised the next meeting would be July 19. They will meet at 4:30 p.m. at Potter Park and then continue the meeting at the North Annex.

Agenda Item No. 9 – Adjournment

There being no further business to come before the committee the meeting adjourned at 7:04 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**4:30 p.m.
Tuesday, July 27, 2021**

**Potter Park/North Annex
501 N. Upsilon/701 N. Main**

1. Call to Order
2. Roll Call
3. Approval of minutes of June 28, 2021
4. Tour of Potter Park/Pool, Russell Hooper
5. Discussion and action regarding Marine memorial at Veterans Park, Claire Burroughes
6. Discussion regarding memorials and donations at City parks, Russell Hooper
7. Updates on parks projects, Russell Hooper
8. For the good of the order
 - a. 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 4:30 p.m., Tuesday, July 27, 2021 at Potter Park 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 Leo Lovett
Commissioner Megan Palla
Gilbert Salguero, District 3
Jamaal Williams, District 2
Lisa Pellegrino-Spear, District 1

ABSENT: Tom Martin, District 4
 Joyce Gates, County resident

EX-OFFICIO PRESENT: Justin Howalt, City Manager
 Russell Hooper, Parks & Recreation Director

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT: Claire Burroughes, Assistant City Manager
 Commissioner Helen Casaus

Commissioner Madrid called the meeting to order and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of June 28, 2021

Commissioner Palla moved for approval of the minutes of June 28, 2021; Commissioner Elliott seconded the motion which carried by acclamation.

Agenda Item No. 4 - Tour of Potter Park/Pool

The committee toured Potter Park, including the swimming pool and baseball fields. It was noted that the swimming pool was in need of repairs, and the building in need of painting. There will be a cleanup team for the area as part of the Trek for Trash on October 9th, 2021.

Agenda Item No. 5 - Discussion and action regarding Marine memorial at Veterans Park

Ms. Burroughes advised the City of Clovis had been approached by Patsy Delk and Rick Madera asking for the placement of a Marine memorial at Veterans Park. The committee asked staff to begin to find a fitting memorial for the area.

Agenda Item No. 6 - Discussion regarding memorials and donations at City parks

Mr. Hooper advised regarding the matter. Mr. Howalt suggested having a plaque in the Parks Department for tree donations. Mr. Salguero advised he like the plaques they had at the zoo. Ms. Pellegrino-Spear suggested they could have a standing sign at the entrance to the park. Mr. Hooper said they could give a certificate of appreciation to the done a. The benches would have a cement slab underneath to make mowing around it easier. There would be a plaque. There would also have guidelines for doing that. Ms. Pellegrino Spear said she has a form she will send that has the wording approved by the department for the Railroad Park.

Mr. Hooper said they will accept donations generally. Commissioner Lovett asked Mr. Hooper to bring a draft policy to the committee for them to review. Commissioner Palla said the City of Clovis has a list of projects they could provide to the public who were considering making a donation.

Agenda Item No. 7 - Updates on parks projects, Russell Hooper

- Mr. Hooper advised Sniders were putting in the lights with Techline.
- Playground installation will be 3-4 weeks out once they receive state approval.
- Mr. Howalt advised the shooting range construction is going well. The interior has been framed. They are sheet rocking the area this week. Mr. Hooper said the RFP committee are working on the sporting clays and targets. They will be setting up safety classes with the NRA.
- Mr. Hooper said Ned Houk Park is looking good. There are a lot of rentals.
- Parks staff are catching up on mowing after Smoke on the Water.
- Mr. Howalt advised Iris Arbor Subdivision purchased 10 acres of land back from Goodwin Trails. It will connect Concord and Arcinega. They will take out some of the trail. They will close Goodwin to get it reconfigured. They will have a new access on the south side of the trail and put in a new parking lot.
- A dog park grant has been submitted for the area at 14th Street.
- Mr. Hooper said they have hired Lisa Fox to be the Assistant Zoo Director.
- Mr. Hooper advised the Aquatic Center was broken into after Smoke on the Water. The High School assisted the lifeguards cleaning it out. Cudos to Gordy Westerburg for his assistance with this. The repairs will cost \$8,000.00. They are placing a camera plan in place.

Ms. Pellegrino Spear asked if they could provide more updates regarding parks on social media particularly regarding the coming of the shooting range which will be at the end of September.

With regards to the bathrooms being open at city parks. There was a rush to vandalize them when they were first opened up but this has slowed down. Parks staff are repairing them differently. There was less damage than they thought. They have staff cleaning the bathrooms during the day.

There being no further discussion the meeting adjourned at 5:47 p.m.

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

- a. The next meeting will be held at 5:15 p.m. August 23rd at the golf course.

Agenda Item No. 9 - Adjournment

The next meeting will be held at 5:15 p.m. August 23rd at the golf course.

Chairman

SEAL
(ATTEST)

City Clerk

CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA

5:30 p.m.
Monday, August 16, 2021

Colonial Park Golf Course
1300 Colonial Parkway

1. Call to Order
2. Roll Call
3. Approval of minutes of July 27, 2021
4. Tour of Colonial Park Golf Course, Russell Hooper
5. Discussion and recommendation regarding funding for shade structures for the parking lot at 8th and Main St., Justin Howalt
6. Discussion regarding partnering with Curry County on the 6th and Mitchell parking lot, Justin Howalt
7. Updates on parks projects, Russell Hooper
 - a. KABOOM! grant
 - b. Outdoor Equity Fund grant
 - c. Bark for your Park grant
8. For the good of the order
 - a. Next meeting date and time – 5:30 p.m., Monday, September 20, 2021
 - b. Trek for Trash cleanup, 8:00 a.m., Saturday, October 9, 2021
9. Adjournment

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

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session at 5:30 p.m., Monday, August 16th, 2021 at the Colonial Golf Course 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 Rowley (for Commissioner Elliott)
Commissioner Megan Palla
Gilbert Salguero, District 3
Tom Martin, District 4
Joyce Gates, County resident
Lisa Pellegrino-Spear, District 1

ABSENT: Commissioner Gary Elliott
Commissioner Leo Lovett
Commissioner Fidel Madrid, Chairman
Jamaal Williams, District 2

EX-OFFICIO PRESENT: Justin Howalt, City Manager
Russell Hooper, Parks & Recreation Director

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT: Claire Burroughes, Assistant City Manager
Mayor Morris

Commissioner Rowley called the meeting to order and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of June 28, 2021

Commissioner Palla moved for approval of the minutes of July 27, 2021; Mr. Salguero seconded the motion which passed unanimously by acclamation.

Agenda Item No. 4 – Tour of the Golf Course

Due to bad weather the committee will tour the golf course before the next meeting.

Agenda Item No. 5 - Discussion and recommendation regarding funding for shade structures for the parking lot at 8th and Main Street

Mr. Howalt advised Curry County contacted the City regarding an application they were going to do through the Outdoor Recreational Trails program. They asked the City to partner with them for shade structures at the parklet at 8th and Main which will create a more useable space. The grant is a 1:1 match up to \$25,000.00. The County are going to ask for \$50,000.00 and split the

\$25,000.00 match. The parking lot is a benefit to the community as it is in their municipal boundary. He advised they were bringing the request to the Parks Board for a recommendation.

Ms. Spear said they did receive a bid from a company in Albuquerque. They did not know what the budget would be at the time. She could send these out if anyone wanted them. It will be over the stage area which would be larger than a stage area and would give a little more coverage. They will have some smaller ones on the grassy area and that way there will be multiple options for shade. The library will be able to use this for their summer program also.

Ms. Gates motioned for approval; Commissioner Palla seconded the motion which carried unanimously by acclamation.

Agenda Item No. 6 - Discussion regarding partnering with Curry County on the 6th and Mitchell parking lot

Mr. Howalt advised regarding the 6th and Mitchell parking lot. Curry County, through capital outlay, purchased land at 6th and Mitchell on the north side of 6th street a couple of years ago. It used to have the church there and an old warehouse. New Mexico MainStreet has been working on conceptual ideas for this area. Through the design process they are looking at one big project with may be some more parklet space. They are working with them as a partnership with the county to do something nice in the area. This will attract people into the downtown area and the businesses located there. Ms. Spear advised it was a great opportunity to come together to improve downtown. They are utilizing them to do some urban design planning with parking and community amenities. The City does not have any funding identified for the work on their parking lot at 6th and Mitchell on the south side of 6th street.

They need public parking with lighting for safety in the community.

Agenda Item No. 7 - Updates on parks projects, Russell Hooper

a. KABOOM! Grant

Mr. Hooper advised they received a letter from KABOOM! advising everything is on hold with the resurgence of Covid. The City does not know if they will have to reapply.

b. Outdoor Equity Fund grant

The City of Clovis has received \$20,000 in grant funding for a 2022 summer youth program at the YRB next summer.

c. Bark for your Park grant

The City is a top ten finalist for this program. Mr. Martin said he has been voting every day. He asked if there is a need for the park or was it because they got some money. Mr. Martin said the 14th street is fairly large. Mr. Hooper said the area would cover the area at the east end of the park. Currently it is an unused area. They could develop the rest of the area. Mr. Martin said it

is nice to have a green area but would be nice to have it utilized for something else. Mr. Hooper said if Bark for Your is willing to pay for half of it that was an opportunity they did not want to overlook.

Ms. Spear asked if they looked at other areas on the west side of town. Mr. Hooper said they had looked at other areas in the city on the west side but the areas were not irrigated or are already overcrowded.

Mr. Martin asked if there was any idea how much the park is utilized and has it gone up or down over the years? Mr. Hooper said there was no kind of hard data. Ms. Gates said she had someone who took their dogs there every day. Mr. Hooper advised park attendance is up nationally. Ms. Spear asked if there were any programs or amenities there. Mr. Hooper said they will put doggie drinking fountains there. They can repurpose some of the playground equipment in there. Ms. Spear asked if there was any programming. Mr. Hooper said there was a Facebook for the area but the City does not do this.

d. Outdoor Recreational Trails grant.

Mr. Howalt said the city is applying for funding for master planning at Ned Houk Park.

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

Next meeting date and time – 5:30 p.m., Monday, September 20, 2021

Trek for Trash cleanup, 8:00 a.m., Saturday, October 9, 2021

Texas 4000

Mr. Martin said last night ABC news had a piece on Texas 4000. One of the routes came to Clovis. The group has been coming through for 10 years.

Par 3 Course

Mr. Martin felt the Par 3 course had gone by the wayside as there was no way he could practice putting. 8 of the holes are domed and there is only one flat one. The greens themselves are not very good. One city commissioner said they had to have the Par 3 because they promised the citizens of Clovis but he felt they had let them down. He played a course in Amarillo and the astro-turf was nice and was flat and you could putt on it. He felt the Par 3 needed to have some attention. He sees people out there playing, but thought they should re-think it. He knew why it was mounded somewhat but felt they could make the others flat. Mr. Howalt did not know how the Par 3 was designed or chosen. Keaton has a driving range but it doesn't give you a place to shoot. He thought it would be nice if it was more cared for.

Golf Course Update

Mr. Aucutt said their agronomist short game facility is lacking and grass would be nice on the driving range. They are going to add some more amenities. They have two temporary areas they mow down with a fairway mower. They would like to make them real greens so you have chipping areas. Long term in the next year they will have a practice facility. The focus will be on Women's t-boxes and getting greens in the fairways.

Mr. Howalt introduced Keaton Aucutt with Touchstone Golf. They have put in the irrigation system and have the new pond project.

8-months ago they took the commissioners out to show them where they were struggling, particularly in the front area. Their superintendent Steve Lewis took another job. He put down a more expensive fertilizer that slowly releases the fertilizer. Preemergent did not do a lot this year as it was washed out. They are continuing to spray. The agronomist Bill Merritt is from Phoenix and works with half of Touchstone's golf courses around the country. He is a huge resource for the courses. He will instantly tell them what has happened. It is a neat process. There has been a lot of grass because of the rain.

When they designed the system on the back it was a single row system and the t-boxes are hard to hit on. They will redesign some t-boxes on the front as it is difficult to water them. They are mainly Bermuda on the back 9. Bermuda turns brown in the winter but it is great in the summer. They want Rye at their greens as it stays green all year around. They may paint the t-boxes this year so they look green and they will overseed with rye. He said the course is in great condition.

Mr. Aucutt said the restaurant is fully open now. They redesigned the menu. They had chef Bill here for a while and the menu got pretty big and so they narrowed it down. They do weddings and banquets and are booked up for Christmas. The old upstairs locker room for the Christian school is being turned into a smaller banquet room. They have realtors who meet here and the railroaders and sometimes there are 15-20 people. He would like to put some windows in the nest area.

Mr. Aucutt said they do advertising through Facebook. They are in the Chamber's bulletins and word of mouth. They are open Fridays, Saturdays and Sundays from 7:00 a.m. until 9:00 p.m. Other nights 7 a.m. to 7:00 p.m.

The restaurants expenses were higher but sales were up too.

Mr. Aucutt said they did a music night and that was very popular. They are looking to do that once a month.

Since Covid they picked up 20% on round play. They were up 3,000 rounds last year over the year before. They are doing surveys – Google and Facebook reviews and Players First. If your email is in the system you will be asked how you liked it and what you think.

Commissioner Palla asked if you could come in to get a drink if they are closed for an event. Mr. Aucutt said they had an event recently where they double booked themselves. They booked an event and a golf tournament. They pre-booked a wedding 7 or 8 months ago. Mr. Aucutt made the call to shut the nest down because the people who booked the wedding had more people coming that previously thought so they could overflow in the Nest. If they do that they open the bar in the tournament room and in future they can go upstairs. He said they try not to shut this area down.

Commissioner Palla liked having the golf course later in the evening. Mr. Aucutt said on Monday's they have cornhole and eat and drink.

Mr. Martin asked at the next meeting could they talk about parks and reclaimed water as he would be interested in knowing about the reclaimed water and how it is doing.

Mayor Morris said there was a meeting regarding pickle ball courts. They discussed Greene Acres. Pickle ball is very popular activity across the county and in New Mexico. Farmington is putting in 6 new courts. Mr. Hooper advised from the investigation they did they would need to repurpose tennis courts but they are in bad shape and they will need to start again. Mr. Hooper said he was having trouble getting bids and he would need to reach out to a broader base. Ms. Burroughes said once they have a price they can come back for a recommendation.

Mr. Hooper said there are matching fund grants.

Marine Exhibit – Veterans Park

Ms. Burroughes advised she had reached out to the Marine museum regarding a possible exhibit.

Pappy Thornton Museum

Ms. Burroughes advised they would be meeting next Thursday regarding the Pappy Thornton Museum.

Memorial Policy

Mr. Hooper advised they are still working on policies for memorials at the parks.

Potter Park cleanup will be October 2nd.

Mr. Hooper said the algicide at the Potter Pool was for the water and not the concrete underneath. The plan is to do pool cleanup and they will keep the guards to paint and they will have to find out what to do and resurface if needed. The cost will be from \$50,000.00 and \$150,000.00.

Regarding the break-in at Hillcrest pool they are putting cameras in.

Agenda Item No. 9 – Adjournment

There being no further discussion the meeting adjourned at 6:27 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

CITY OF CLOVIS
PARKS, RECREATION & BEAUTIFICATION COMMITTEE
AGENDA

4:30 p.m. Monday, September 27, 2021
Joe C. Thomas Archery & Winged Shooting Training Center
726 County Road 17

1. Call to Order
2. Roll Call
3. Approval of minutes of August 16, 2021
4. Tour of Joe C. Thomas Archery & Winged Shooting Training Center
5. Discussion regarding AYSO/CYSA organizations, Russell Hooper
6. Update regarding policies & procedures, Russell Hooper
7. Updates on parks projects, Russell Hooper
 - a. Bark For Your Park grant
 - b. Status of bathrooms being open, Russell Hooper
 - c. EDA grant for zoo pond dredging, Russell Hooper
 - d. Pappy Thornton Museum, Joyce Gates, Claire Burroughes
 - e. Goodwin Lake Trails Land Water Conservation Fund (LWCF) grant, Claire Burroughes
 - f. Parks projects on Infrastructure & Capital Improvement Plan (ICIP), Claire Burroughes
8. For the good of the order
 - a. Next meeting date and time, 5:30 p.m., Monday, September 20, 2021
 - b. Trek for Trash cleanup, 8:00 a.m., Saturday, October 9, 2021
 - c. Potter Park cleanup, 8:00 a.m., Saturday, October 9, 2021
9. Adjournment

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

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session at 5:30 p.m., Monday, September 27th, 2021 at the Joe C. Thomas Archery & Winged Shooting Training 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 Gary Elliott
Commissioner Megan Palla
Commissioner Fidel Madrid, Chairman
Joyce Gates, County resident
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2

ABSENT: Tom Martin, District 4
 Gilbert Salguero, District 3

EX-OFFICIO PRESENT: Justin Howalt, City Manager
 Russell Hooper, Parks & Recreation Director

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT: Claire Burroughes, Assistant City Manager

Commissioner Madrid called the meeting to order at 4:30 p.m. and established the presence of a quorum.

The group toured the area. Mr. Howalt said he could take them to see the sporting clay areas.

Agenda Item No. 3 – Approval of Minutes of August 16, 2021

Commissioner Palla moved for approval of the minutes of August 16, 2021; Mrs. Gates seconded the motion which passed by acclamation.

Agenda Item No. 4 - Discussion regarding AYSO/CYSA organizations, Russell Hooper

Mr. Hooper advised the City of Clovis has an agreement with CYSA which is in the main area of Hillcrest Park. He contacted Pat Snider who is with the state AYSO because Region 319 Clovis has no board of directors and is not playing soccer. A power pole fell earlier this year next to their building and so Parks had to break in and change the locks and so AYSO doesn't have access to their building.

They had talked about consolidating the two clubs. If they reform they could do a user agreement and direct them into Hillcrest Park. Commissioner Palla asked what they would do with the area if AYSO was no longer utilizing it. Mr. Howalt said football field or additional softball fields. They do not know who to talk to with AYSO. They could say you play CYSA in

Clovis. He asked what direction they would like them to go in. If AYSO does reorganize they would still need to come to the city. Ms. Burroughes advised Richard Trask used to run the program and asked if he had been contacted. Mr. Hooper advised they have called all the numbers and they don't have contact with the state.

Commissioner Palla felt there are not enough people playing to have two soccer leagues and if AYSO haven't been keeping up with national AYSO they should move over to CYSA. Mr. Howalt said in the user agreement it is on city property and their facility. Mr. Hooper said he didn't know what was in the building and no one has been in there since they changed the locks.

Ms. Spear said CYSO played AYSO in 2019 and it was a bit of a mess then. Ms. Burroughes felt they should try to find Richard Trask. Mr. Hooper said they could contact state AYSO and find out what they would like to do. They have goals and nets etc. The City will reach out in an official capacity. If they don't keep up their 501c3 through AYSO they are defunct. There currently is no agreement.

Mr. Hooper said Ms. Burroughes will help draft a letter.

Agenda Item No. 5 - Update regarding policies & procedures

Mr. Hooper handed out the draft policies and procedures for donations to the committee to review. He broke it down into two different groups. The city attorney and Mr. Howalt have reviewed this to establish guidelines for donations. The city does not currently have a policy. This will apply to new donations going forward. They want them to donate something that is valuable to them and something the City needs, not just something they want to give to them. He had also prepared an agreement form with the procedures. He tried to keep donations to tables, benches and trees for simple standards. Drinking fountains are great but the upkeep is more than they are worth. They can place plaques on the picnic tables and benches. There is a line where they could write what they would like written. They tried to keep it to 4'x6'. For trees there is an approved tree list. They have to make sure they have irrigation in place.

Mr. Hooper advised they should think about installation cost. He would like everything to be on a concrete slab as it helps with maintenance. Commissioner Palla suggested they include this with the cost. Ms. Spear noted the shipping costs vary. Mr. Hooper said he will make the changes to include the concrete. Price increases will be included in the revenue review committee work.

Commissioner Palla felt if it is vandalized it is the city's property and the city should clear it up. Ms. Spear suggested adding a piece to say it will maintain the property in accordance with city policy.

Mr. Howalt asked them to review it for the next meeting.

Agenda Item No. 6 - Updates on parks projects

Bark for your Park grant

Mr. Hooper advised they did not get the Bark for Your Park grant as they did not get the number of votes needed. They will apply again.

Bathrooms

Mr. Hooper advised the bathrooms are still open and they have not had the problems he thought they would have. They had to buy paint for Greene Acres bathroom as there was some repainting needed inside. He didn't know when the winter shutdown is.

EDA grant

Mr. Hooper advised they were considering applying for an EDA grant for zoo pond dredging. They met about this today. It is a federal grant for zoos and they are looking at dredging the pond at the zoo. They are working with Raymond Mondragon who brought this to the city. Mr. Howalt assured the group the pond would not be dredged dry. It will not be like what they did at the pond at the golf course. It will help the environment and the biology of the pond.

Pappy Thornton Museum

Mrs. Joyce Gates said they are pleased with what they are doing. They have a good plan. Ms. Burroughes advised they were working with Curry County who are considering having the museum at the Extension office at the fairgrounds adjacent to the Old House. They will be meeting in October to continue to move the project forward. They have a great partnership with the county and the high plains historical society. They will rotate pieces of equipment out. Ms. Gates said they will get rid of the old and duplicate ones. Some are in really bad shape.

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

- a. Next meeting date and time – 5:30 p.m., Monday, September 20, 2021 – Veterans Park.
- b. Trek for Trash cleanup, 8:00 a.m., Saturday, October 9, 2021
- c. Potter Park cleanup, 8:00 a.m., Saturday, October 9, 2021

Ms. Burroughes advised they were applying for a Land Water Conservation grant for Goodwin Lake Trails.

ICIP

The City has received the second grant agreement for \$75k for playground equipment. Ms. Spear said there is a new building that would be an ideal museum location.

Parks & Recreation Ruben Gonzales is retiring as the recreational administrator after 40 years with the city in the middle of next month and so the job is posted. They are looking at the overall job description and what we would like them to do be doing. They question is whether they want to develop the recreational side of the parks and recreation and should they be managing all the leagues and agreements. They are doing a summer program and may go on to do an after-school program.

Wings & Wheels went well.

Commissioner Palla asked if they can put on the radar the Greene Lake sign at the corner of 21st and Mitchell. Mr. Howalt said they needed to look at community signage and they needed to do something about it. Mr. Hooper advised he and Ms. Burroughes looked at the sign and there are too many poles there. They are working on branding and new signage.

The next meeting will be at Veterans Park.

Agenda Item No. 8 – Adjournment

There being no further discussion the meeting adjourned 5:52 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, October 18, 2021**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of September 27, 2021
4. Discussion and action regarding the recreational administrator, Russell Hooper
5. Discussion and action regarding policies & procedures, Russell Hooper
6. Presentation on Reuse System, Justin Howalt
7. Updates on parks projects, Russell Hooper
 - a. AYSO Update
 - b. Trek for Trash Update
 - c. Recreational Trails Grant Update
 - d. Playground Equipment Update
 - e. Shooting Range Update
8. For the good of the order
 - a. Next meeting date and time, 5:30 p.m., Monday, November 15, 2021
9. Adjournment

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

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session at 5:30 p.m., Monday, October 18, 2021 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 Lauren Rowley (for Commissioner Elliott)
Commissioner Megan Palla
Commissioner Fidel Madrid, Chairman
Joyce Gates, County resident
Lisa Pellegrino-Spear, District 1
Jamaal Williams, District 2
Gilbert Salguero, District 3

ABSENT: Tom Martin, District 4

EX-OFFICIO PRESENT: Justin Howalt, City Manager
Russell Hooper, Parks & Recreation Director

EX-OFFICIO ABSENT: Lonnie Baca, CMS Athletic Director

ALSO PRESENT: Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk
Marty Tressell
Kevin Wilson, ENM News

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

Agenda Item No. 3 – Approval of minutes of September 27, 2021

Commissioner Palla made a motion to approve the minutes of September 27, 2021 as presented; Ms. Gates seconded the motion. The motion passed by acclamation, with the exception of Ms. Pellegrino-Spear who abstained.

Agenda Item No. 4 – Discussion and action regarding the recreational administrator

Mr. Hooper advised there is currently a recreation administrator that they are trying to broaden to include more recreation. For example, they discussed that position overseeing the aquatics center and the new summer program. Mr. Howalt advised their long-time employee Reuben Gonzales will be retiring and due to that they will have a vacancy in the city. He has been over Roy Walker all of these years. This is a great time to evaluate how they have traditionally done work in the parks department. That person could also be involved with the leagues and be a

much more active role in the Parks and Recreation Department. They would also increase the salary range from 35 to 45. They are also proposing that this would be an exempt position. One of the minimum requirements is to have an associates degree in physical education or health sciences, so knowing there is a little higher requirement for that position they thought it was appropriate to increase the salary range.

Ms. Pellegrino-Spear asked if there was room in this position to do all of these responsibilities. Mr. Hooper advised there was a lot of room for growth. Mr. Howalt advised from a time standpoint there is plenty of time in the day to facilitate the extra duties. They will still have gym attendants that will hand out equipment as needed. It shouldn't be the recreation administrator. Mr. Hooper advised this position will not take over anything with the other leagues, but would be available to go to those boards.

Commissioner Palla asked if they would be housed out of Roy Walker. Mr. Howalt advised for the time being they would be. Commissioner Palla advised this was a great step forward in increasing quality of life through recreation.

Mr. Williams asked if this position would implement any new activities. Mr. Hooper advised it was possible. Mr. Howalt advised they are trying to take advantage of all of their open spaces as well. They have a lot of open space that is underutilized. Mr. Hooper advised they have discussed changing hours of the aquatics center or gym and would be able to with this new position.

Ms. Burroughes advised this would be a recommendation to the city commission. Ms. Pellegrino-Spear made a motion to recommend to the city commission to revise the position of the recreation administrator; Commissioner Rowley seconded the motion, which passed by acclamation.

Agenda Item No. 5 – Discussion and action regarding policies and procedures

Mr. Hooper advised these forms are specifically for new donations stating they would maintain them, but it would not be parks responsibility to replace them. If someone wants to make a donation they would fill out a form that would need to be approved by the parks department and the parks and rec board. Mr. Howalt advised this would come to the commission at a future date.

Mr. Hooper advised there will be an installation cost and the trees would depend on the types that are donated. Commissioner Palla advised the memorial donation states it would take up to 20 days for a decision. She asked if that could be sped up. Mr. Hooper advised they could, but it still has to come before the committee. If they can have it done sooner, they will.

Commissioner Palla asked if it was going to cost \$500 per tree for installation. Mr. Hooper advised they would have a list of species and sizes that the department is interested in. Mr. Howalt advised the installation costs are basically man power because they already own the equipment. Commissioner Palla asked if someone wanted to donate a tree they would have to come to the city to have the city buy the tree. Mr. Hooper advised that was correct, but they would work with someone on a case-to-case situation.

Ms. Pellegrino-Spear asked if the 20-day turnaround was because he wanted to bring the donation to the parks committee. Mr. Hooper advised it would depend on what was being donated.

Commissioner Palla made a motion to recommend updating the rules and regulations; Mr. Williams seconded the motion, which passed by acclamation.

Agenda Item No. 6 – Presentation on the reuse system

Mr. Howalt advised Phase 1A allowed them to supply reuse water to the landfill and they have a connection to Rierson Park as well as to Curry County for road projects. The system continues north to 7th Street. They have a design to eventually provide service to Clovis Community College, but that portion has not been constructed yet.

Phase 1B extended the system through Hillcrest Park and Yucca Middle School. They provide service to the old golf course area, the lakes at Hillcrest Park and they irrigate out of those lakes. They provided laterals to the soccer fields and took the well offline that served the Guy Leeder area and that is all served by reuse water. Jim Hill and Dickenson Field area also currently being supplied by reuse water. That phase stopped at Yucca Middle School.

Phase 1C of the project took it from Yucca Middle School to Greene Acres Park. They extended a lateral south to Bell Park. Marshall Middle School is not connected yet. The laterals were also constructed over the Robby Pierce Baseball Field and to James Bickley Elementary.

Phase 1D extended the system from Greene Acres to Bob Spencer Park. They are currently wrapping up that construction, which is the portion of the project that built the elevated storage tank. Also, as part of that project they have Mike Harris Field as well as Bob Spencer Park that will come online. They bid a lateral extension going to Sandia Elementary as well as to the High School, the Freshman Academy, Dennis Chavez Park and Cameo Elementary. They weren't able to award the projects at that time so they will bid those in the future again when they have funds come online.

Mr. Howalt advised they planned to go from Bob Spencer Park to MLK down Llano Estacado and north on Thornton Street. Since the original design was done, MLK has been widened and storm drain systems were installed. They have now closed Thornton and started on Phase 2 of the reuse system. It extends north and will provide a service connection to Barry Elementary, continue north to Wilhite and Thornton to provide service connection to Gattis Middle School and continue east to the backside of Colonial Park Golf Course.

As part of the reuse dollars they were able to expand the lake system at Colonial Park Golf Course. Once they are complete with the reuse system they will supply the entire golf course.

In FY 20 they delivered 86 million gallons of reuse water and in FY 21 they delivered 114 million gallons of reuse water. In July 2021 they delivered almost 14 million gallons of water and July last year they delivered 6.6 million. In August 2021 they delivered 15 million. The reuse system is designed to deliver around 4 million gallons per day and the plant currently

generates 2.8 million gallons. They currently don't have enough end users so there is capacity within the system to use it for economic development or to entice businesses they could.

Ms. Pellegrino-Spear asked if the storage tank was the one that is being voted on. Mr. Howalt advised the storage tank was nominated for tank of the year by the contractor. He advised information was available on the City's FaceBook page.

Agenda Item No. 7 – Updates on parks projects

a. AYSO Update

Mr. Hooper advised they sent a letter to AYSO and received a response. They are in the process of having them meet with CYSA.

b. Trek for Trash Update

Mr. Hooper advised Trek for Trash had 212 volunteers, 333 bags collected and 70 tires. He thanked Der for donating the hotdogs. Ms. Burroughes thanked Commissioner Madrid, Mayor Pro Tem Bryant and Commissioner Rowley for assisting and Commissioner Casaus for helping paint. She also thanked staff, public works and parks for assisting.

c. Recreational Trails Grant Update

Ms. Burroughes advised they were not successful in the grant for Ned Houk Park. They are regrouping to see how else they can fund it. They have an application in to the Land Water Conservation Fund that is for Goodwin Lake Trails with a match of \$150,000 from the City of Clovis if they are successful.

Another grant that the city partnered with the county on is shade structures for the parking lot on 8th and Main. They were also unsuccessful in receiving those funds. CIDC & the Chamber of Commerce contacted the City regarding a NM Department of Tourism Rural Pathway Program grant which has the same matches. It's a rolling grant through May 2022.

d. Playground Equipment Update

Mr. Hooper advised it should ship in the 2nd week of December. In mid November they will start to take apart the existing equipment and will reuse some parts for other parks.

e. Shooting Range Update

Mr. Howalt advised this was scheduled for final completion mid November. Mr. Jones has started to purchase tables, chairs, office furniture, etc. A truck load of sporting clays arrived last week. Nick Griego & Sons is doing more concrete work at the trap and skeet.

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

Mr. Salguero invited everyone to Guy Leeder Softball Complex for the Halloween Howwwl tournament beginning Friday, October 22 – Sunday, October 24. Ms. Pellegrino-Spear advised Saturday, October 23 the Children's Entrepreneur Fair will be held on Main Street with over 43 children's booths.

Mr. Williams advised the drainage at Potter Park is eroding the field. He asked if they could have a meeting to discuss possible maintenance on the fields. Mr. Hooper advised the parks department have delivered sand to Potter Park. He asked if this was going to be a volunteer opportunity. Mr. Williams advised he wasn't aware of the sand, but would visit with Mr. Hooper.

Ms. Burroughes advised they have a date set for a meeting in November, but often this group takes a sabbatical for November and December. She asked if they would like to continue to do that. Commissioner Madrid advised they would not meet in November and December.

Agenda Item No. 9 – Adjournment

There being no further business to come before the committee the meeting adjourned at 6:18 p.m.

Chairman

SEAL
(ATTEST)

City Clerk

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

**5:30 p.m.
Monday, December 13th, 2021**

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

1. Call to Order
2. Roll Call
3. Approval of minutes of October 18, 2021
4. Request for discussion/action regarding AYSO use agreement for soccer program at Hillcrest Park.
5. Request for discussion/recommendation regarding boxing programs at Roy Walker Gym.
6. Request for discussion/recommendation regarding Ned Houk Motorsports program
7. Request for discussion/recommendation to apply for and accept the T-Mobile Hometown Grant to purchase an outdoor projector screen and system, Russell Hooper.
8. Updates on parks projects, Russell Hooper
9. For the good of the order
 - a. Next meeting date and time
10. Adjournment

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They would like to maintain AYSO, but they have not been able to organize and get the league going gain. CYSA will be able to take on the additional children.

Commissioner Palla asked what would be considered an appropriate timeframe to let things continue as they are. Mr. Howalt advised he wasn't sure, but they could give them until the spring. There are certain processes the organization has to begin to dissolve the program. Mr. Pat Dial, AYSO, advised it would be hard to get a Board of Directors online. The board of directors that was in place prior to COVID have moved on or moved out of town. AYSO has plenty of organizations to offer from 3 years old to adults.

Ms. Pellegrino-Spear asked if they were given until spring could they create some following. Mr. Dial advised they could train locally and they could also bring on any remaining CYSA board members that would like to participate. Ms. Spear asked what the biggest concern was. Mr. Howalt advised looking at the overall programs offered to the youth they are splitting up the kids in different organizations so they have fewer and fewer teams.

Mr. Williams asked if there as any interest in moving to the CYSA fieldhouse. Mr. Dial advised with the master plan that is in place, they would occupy where CYSA is. Mr. Howalt advised he couldn't imagine this organization dissolving CYSA and moving in AYSO. If they chose not to move forward with AYSO then the league would become CYSA.

Commissioner Palla advised having two different leagues is difficult and would love to see AYSO and CYSA play together. She had no problem providing a temporary agreement for AYSO to stay where they are now and form a board. Mr. Dial advised there would be no way to merge into both organizations so it would have to be one or the other. Commissioner Madrid advised they discussed moving them both south. Mr. Howalt advised the Master Plan shows moving both leagues to the south part of the park, but they haven't put a timeline on that. Giving them 6 months to stand back up and utilize their existing space is something they could consider.

Ms. Burroughes asked if they felt they could get AYSO back up and running by May. Mr. Dial thought they could and would work on getting a board established. Ms. Burroughes asked if he was satisfied that CYSA met the same intent as AYSO. Mr. Dial advised they could offer more tournaments for a wider range of ages, but the benefit would be there.

Mr. Howalt asked when registration was for the spring. Mr. Dial advised they could start at any time. Their membership year is August 1 through August 31. If they didn't have a spring program, they could get at had a Board of Directors and opened for the fall season

Commissioner Palla made a motion to recommend allowing AYSO to maintain their same facility until May 1 and that AYSO will approach parks with a Board of Directors and action plan by fall; Ms. Spear seconded the motion, which passed by acclamation.

Agenda Item No. 5 – Request for discussion/recommendation regarding boxing programs at Roy Walker Gym

Mr. Hooper advised they have had a boxing organization at Roy Walker. They spoke with Joe Garcia who said his license expires at the end of the year and he would like to get out of the program. Sinners Den Boxing have requested to use the boxing space, Monday-Friday from 5:00 p.m. – 8:00 p.m. They need recommendation regarding a user agreement and if anyone would like to box they would have to contract through Sinners Den Boxing. Anyone wanting to box would have to sign up for a membership with Sinners Den.

Mr. Elijio Sena advised he opened the gym 3 months ago and has 30 kids registered. He advised he was raised in that gym and would like to continue to train in the gym. Commissioner Madrid advised it sounded like a good program to him. Earl Large advised they are there for the kids and have two generations of boxing in Clovis. They have boys and girls in their program and their parents are there on a daily basis. They want to partner with City and their history is at Roy Walker.

Mr. Large advised the boxing gym opens at a certain time and would be taken care of. He advised they have a three coach system. Mr. Hooper advised there are other opportunities for other organizations to use the gym so it's not exclusive. All coaches will have to be registered which they do now anyway. He is more than willing to give them a year.

Ms. Burroughes asked if they would use the city's equipment. Mr. Large advised they would use the city equipment, but they do have their own as well. Mr. George Sena advised that was their equipment and he had an organization that utilized the gym. Ms. Burroughes advised Rick Alcon is the one that accelerated this conversation.

Ms. Pellegrino-Spear advised her biggest concern is that if someone wants to come in but doesn't want to be part of the organization can they still use the facility. Mr. Sena advised they would still be able to they just wouldn't be able to get in the ring. Mr. Hooper advised they do a monthly registration term as well. Ms. Pellegrino-Spear asked if this was the only boxing ring. Mr. Hooper advised the only one in the city. Mr. Howalt advised it was not open. Commissioner Madrid didn't think the gym was open to the public. Mr. Howalt advised not in recent years.

Mr. Howalt advised they would work on hours of operation, open to the public and from a training standpoint someone would have to be a certified trainer under USA boxing.

Ms. Spear asked if the public can still utilize the gym under their hours. Mr. Sena advised it would be open Monday through Friday. Mr. Williams made a motion to allow Sinners Den Boxing exclusive rights to Roy Walker for one year; Commissioner Palla seconded the motion.

Pastor Daniel Mail advised this is about giving children a place to go and the discipline they learn is awesome to see. It would be awesome for the City of Clovis to partner with them. The motion passed by acclamation. Mr. Hooper advised he would work with Sinners Den on a user agreement.

Agenda Item No. 6 – Request for discussion/recommendation regarding Ned Houk Motorsports program

Mr. Hooper advised they began working with Ned Houk Motorsports in 2017 and put together an agreement to purchase bleachers and lights for them. They had \$26,700 for bleachers and \$30,000 for lights. Then in 2018 they added another \$4,000 for lights. The original agreement was for them to pay back \$200 a race for the next 150 races to pay back the money for the lights. Since 2017 one payment has been made. No work has been done since 2018 and they have made multiple requests to get insurance. Currently he has had other organizations contact him regarding utilizing the space.

Mr. Brad Harris advised most of what Mr. Hooper said was correct. In 2018 the lights were installed and the agreement was that they would pay \$200 per race and they had one big event. They made a payment then they had a tornado come through and damage a lot of the facility. Insurance is very expensive to carry and no company will hold insurance for one event.

Mr. Harris advised the city owns the land but they own the infrastructure. They have paid for the well, the track, and fencing. As for the motocross, it is still in the same complex and they have worked on that a lot. They have built almost a new track and have been working on the facility. The hardest thing for them is volunteers because they are nonprofit.

Mr. Howalt advised they see this as an opportunity. He asked if they want to maintain the relationship with Ned Houk Motorsports and or would they want to put out an RFP to see what other opportunities there are. That would not preclude Mr. Harris from submitting his own proposal. There are some challenges that have been there in the past, but they need direction on which way to go with this.

Commissioner Palla asked Mr. Harris if he would be interested in having the city put out an RFP. Mr. Howalt advised the city would put out an RFP to operate and manage the facility. Mr. Harris advised when they built the race track in 1995, they had an agreement with the City of Clovis for a 99-year lease. Mr. Howalt advised he would have to follow up with council on that lease.

Commissioner Palla asked Mr. Harris if he would be interested in the city potentially putting out an RFP to find people that would be interested in working together. Mr. Harris advised their best help at the facility are the airmen that are stationed at Cannon. He advised people come out and want to use his equipment to play with and they don't know how to use any of it.

Commissioner Palla asked what his suggestion was for a solution. Mr. Harris advised one solution was to get them better equipment. They have five board members currently who will work, but they don't have enough equipment. The damage to the facility in 2018 set them back.

Commissioner Palla asked if it would be the non-profit's responsibility to provide the water truck if they have an agreement with the city to use the facility. Mr. Howalt advised the City of Clovis cannot buy equipment and then give it to a non-profit organization to utilize. They had an agreement for them to utilize a loader. Typically, when they have user agreements with the leagues they provide their own equipment. Mr. Harris advised a lot of people contact him regarding utilizing the facility and he has to tell them no because they don't have insurance currently and the facility is broken. He didn't know of any conflict with them using the loader.

Commissioner Palla asked if the other organizations that expressed interest had their own equipment. Mr. Howalt advised they have gotten that far. It is an underutilized facility currently.

Ms. Pellegrino-Spear asked if they could lease the property to other organizations. Mr. Harris advised insurance companies won't do month to month events. Mr. Howalt advised when they start getting into subleases it can be difficult. They should have a conglomerate that run both facilities.

Commissioner Palla asked the facility was still damaged. Mr. Harris advised it was. Mr. Salguero asked how many events they have had since 2015. Mr. Harris advised they had 10-12 races a year.

Mr. Harris advised he was on board with working with everyone. Commissioner Madrid asked what type of RFP they would put out. Mr. Howalt advised he would have to research an RFP, but could be similar to what they did with the shooting range. There is an organization that will run the shooting range from the city and any funds raised will go back into the facility. Commissioner Madrid asked if they own the infrastructure how does that work. Mr. Howalt advised he hasn't seen the lease agreement and is something he will need to research.

Ms. Pellegrino-Spear asked if Mr. Harris could come back with a cost of the bleachers and looking into sponsors to repair the bleachers. Lodger's Tax can also help with advertising when he has events. Mr. Harris advised they have used lodger's tax in the past. Mr. Howalt advised the city's grant coordinator has looked for grants as well.

Commissioner Elliott asked if there was still a big following with stock car racing. Mr. Harris advised there is mostly in Texas. Commissioner Elliott asked if there was interest in building cars locally. Mr. Harris advised locally there isn't.

Ms. Burroughes asked if they sublease the motocross piece. Mr. Harris advised it was leased in 1993 for 99 years by Ron Dixon. The motor speedway owns the well, electricity, the stands and track. They renewed the agreement in 2018.

Commissioner Madrid suggested coming back with a plan to make a better decision. Mr. Howalt advised they could table the item for now and allow them the opportunity to do more research. Mr. Salguero made a motion to table this item until the next meeting; Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 7 – Request for discussion/recommendation to apply for and accept the T-Mobile Hometown Grant to purchase an outdoor projector screen and system

Mr. Hooper advised they would like to purchase a mobile projection screen. They are looking at a 40-foot screen that will come with a projector. It would allow the city to do outdoor events and is mobile so there is no set location currently. Commissioner Palla moved for approval; Commissioner Elliott seconded the motion which passed by acclamation.

Agenda Item No. 8 – Updates on parks projects

Dennis Chavez has been cleaned up and they have put in their anchors. There is no time frame. They would like to hold a ribbon cutting when they are complete.

In the last Keep Clovis Beautiful grant they received money for recycle cans. They will be in Hillcrest Park as well as some of the other parks. They have the Recreation Administrator and a Parks Superintendent position posted. They are remodeling the offices at 500 Sycamore.

The ballfield lights at Beachum Field has the wiring in and they are waiting on the truck to come in to set the lights.

Commissioner Elliott asked about the trap and skeet field. Mr. Howalt advised the sporting clay vendor came out and will be back after the new year. they are working on modifications for the high houses. Commissioner Elliott asked about the certifications. Mr. Howalt advised the only certification would be the AFA and they have not come out yet. Once the trap machines are set up that is when the person needs to come certify the machines.

Ms. Burroughes advised she met with various organizations regarding the Summer Youth Program which is 6 months away.

Ms. Pellegrino-Spear thanked Mr. Hooper and Mr. Howalt for breaking ground on the Railroad Park expansion.

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

Ms. Reyes advised the next meeting was scheduled for January 17th which is a holiday so they will need to reschedule. The committee agreed to reschedule for Monday, January 24th at 5:30 p.m. in the North Annex.

Agenda Item No. 10 – Adjournment

There being no further business to come before the committee the meeting adjourned at 6:58 p.m.

Chairman

SEAL
(ATTEST)

City Clerk