



ROSWELL PARKS AND RECREATION COMMISSION

Monday, September 17, 2018
Conference Room at Parks and Recreation

Commission Chair: JaneAnn Oldrup
Commission Members: James Edwards,
Barry Mathison, Maegan Sanders, Becky Joyce,
Kim Elliott, and Hannah Robertson
Staff Coordinator: Jim Burress, Director of Parks and Recreation

A. Call to Order

B. Roll Call

C. Approval of the Agenda

D. Approval of the Minutes

1. Consider approval of the August 20, 2018 meeting minutes.

E. Non-Action Items

2. Informational discussion on *Night of the Living Zoo* event
3. Discussion of trail etiquette, bike and pedestrian guidelines
4. Future use of Zoo Rocket Play Structure

F. Regular Items (Action Items)

5. Consider approval of plan to connect the Spring River Trail to the Cielo Grande Trail.
6. Consider approval of a Bike Rental Program.

G. Other Business

7. Public Comments

H. Adjourn

Next meeting October 15, 2018

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 17-49.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

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 Human Resources at 575-624-6700 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 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: September 12, 2018



MINUTES OF THE PARKS AND RECREATION COMMISSION
Parks & Recreation Office
1101 W. Fourth Street
August 20, 2018
5:30 PM

Call to Order

Chair JaneAnn Oldrup called the August 20, 2018 meeting to order at 5:36 p.m.

In Attendance

The following were present:

Members: JaneAnn Oldrup, Barry Mathison, James Edwards, Becky Joyce, Maegan Sanders and Kim Elliott. The following were absent: Hannah Robertson.

Staff present included Elizabeth Gilbert, Director of Administrative Services; Jim Burress, Director of Parks and Recreation; Laurie Dudek, Recreation Superintendent; Damian Cheatem, Recreation Supervisor; and Gina Montague, Administrative Assistant

Guests present included Bob Edwards, Ivan Hall, Steve Smith, and Colonel David West.

APPROVAL OF AGENDA

Member Mathison motioned to approve the agenda; member Sanders seconded, a voice vote was unanimous, the motion passed with member Robertson being absent.

APPROVAL OF MINUTES

1. Member Mathison motioned to approve the minutes of the June 25, 2018 meeting, member Joyce seconded. A voice vote was unanimous and the motion passed with member Robertson being absent.

NON-ACTION ITEMS

2. Discussion connecting Spring River Trail to the Cielo Grande Trail.
Bob Edwards and Steve Smith presented a plan to connect the Spring River Trail to the Cielo Grande Trail with four options, a couple of different routes with estimated costs. After reviewing the four options, the Commission seemed to prefer option 3. More data will be gathered and the commission will consider this item as an action item on next months' agenda.
3. Discussion of Bike Rental Program.
Bob Edwards and Steve Smith presented a plan to obtain bikes and helmets for a Bike Rental Program, housing the bikes at the new Recreation Center. There were unanswered questions regarding insurance and liability. More data will be collected and the commission will consider this item as an action item on next months' agenda.

4. Discussion on the needs at the Girls' Softball Complex.
Elizabeth Gilbert, Director of Administrative Services explained to the Commission that the Girls' Softball Complex project wasn't fully completed and there are still things that need to be done. She wanted the Commission's thoughts and ideas on this topic as she has this item as a discussion item on the agenda for the General Services Committee meeting on Wednesday, August 23, 2018 at 4 pm. She asked the Commission members to attend this meeting if they were available.

ACTION ITEMS

5. Consider approval of meeting frequency.
It had previously been decided to only meet quarterly, however as there has been some issues with that, the Commission discussed meeting monthly. Member Mathison made a motion to meet the 3rd Monday of every month at 5:30 p.m. at the Parks and Recreation office, member Elliott was the second. A voice vote was unanimous, the motion passed with member Robertson being absent.
6. Consider approval of a Gazebo donation from Jane Ann Oldrup.
Member Oldrup presented to the Commission a plan to install a Gazebo at a little corner park area at 7th Street and Washington Avenue. This property was donated to the City by member Oldrup and her family several years ago and she would like to purchase a Gazebo and have the Parks department install it at that location. Member James Edwards made a motion for Member Oldrup to purchase a Gazebo that the Parks department will install at the park on the corner of 7th and Washington, seconded by member Joyce. A voice vote was unanimous, the motion passed with member Robertson being absent.
7. Consider approval of recommended agreement with NMMI for Russ DeKay Park.
Elizabeth Gilbert, Director of Administrative Services explained to the Commission that the contract with NMMI for Russ DeKay Park is almost up and the City would like to renew it. Colonel David West from NMMI was on hand to answer any questions the Commission might have. The agreement is the same as in years past. Basically NMMI owns the property and the City of Roswell Parks and Recreation Department maintains it. Member Elliott made a motion to accept the agreement as presented, seconded by member Edwards. A voice vote was unanimous, the motion passed with member Robertson being absent.
8. Consider recommendation of PR00001 Recreation Program Fee Payment Policy.
Elizabeth Gilbert, Director of Administrative Services explained to the Commission that the General Services Committee at last months' meeting reviewed the Parks & Recreation Fee schedule but wanted to see a policy with accommodation's for people that might not be able to afford the fees for recreation. Member Mathison made a motion to accept the PR00001 Recreation Program Fee Payment Policy as presented, member Edwards seconded. A voice vote was unanimous, the motion passed with member Robertson being absent.

OTHER BUSINESS

None

PUBLIC COMMENTS

None

ADJOURN

The meeting was adjourned at 6:38 p.m.

Next Commission Meeting: September 17, 2018 at 5:30 p.m.

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