

**METROPOLITAN PARKS AND RECREATION ADVISORY BOARD**  
**Minutes of January 7, 2014**

**Location:** Parks and Recreation Administration Office, 1801 4<sup>th</sup> Street NW

**Members Present:** Dan Wilkinson, Chair; John Myers, Vice-Chair; Lou Romero, Carmen Garcia, Rebecca L. Tays;

**Members Excused/Absent:** Janet Harrington

**City Staff Present:** Barbara Baca, Director, Parks and Recreation Department; Garry Wolfe, Assistant Director, Parks and Recreation Department; David Flores, Division Manager, Planning and Design Division; Jane Trujillo, Board Secretary

**Visitors:** N/A

**Call to Order:** Mr. Wilkinson called the meeting to order at 12:38 PM

**Approval of Today's Agenda:** Mr. Wilkinson made a motion to approve the Agenda with no objection.

**Approval of Minutes:** Mr. Wilkinson requested a motion to approve the December 2013 Minutes. Carmen Garcia moved approval; John Myers seconded the motion; the board unanimously approved the motion.

**Announcements:** None

**General Public Testimony:** David Flores introduced himself as the Division Manager for the Planning and Design Division. He shared his background and provided additional information.

**Items for Discussion:**

- Park Naming Policy – The Board discussed amendments to the Policy. Becky Tays made a motion to approve the Policy as amended effective immediately; John Myers seconded the motion; the board unanimously approved the motion. A copy of the updated policy is attached. The Board suggested sending a copy of the Park Naming Policy to all neighborhood associations. Barbara recommended that a notice be placed in the Neighborhood Newsletter. Becky suggested that when preparing the letter to the Westgate Neighborhood regarding their request for a name change that the paragraph concerning name changes for undeveloped parks be emphasized and a copy of the policy be included.
- Naming of El Rancho Grande 17 Park to Sierra Sunset Park – John Myers made a motion to change the name of El Rancho Grande 17 Park to Sierra Sunset Park as requested by the Westgate Neighborhood Association; Becky Tays seconded the motion; the Board unanimously approved the motion.

**Action Items**

- Response to Mr. James Morrison regarding Columbus Park Basketball Courts – The Board discussed the letter that was prepared based on discussion in the December 2013 meeting. The Board unanimously agreed to sign the letter and forward it to Mr. Morrison.

- Barbara suggested that in the future letters from the Board be discussed and signed by the Chair only. The Board unanimously agreed that the Chair would sign correspondence after discussion and approval.

#### **Reports:**

- Barbara Baca, Director, Parks and Recreation Department, mentioned that the Department received the Budget Call yesterday. We are required to develop an operating budget for FY15. This year, gross receipts taxes were better and we have an opportunity to ask for additional funding. We have not been able to do this for several years due to the economic situation. Our submission for budget is due by January 21, 2014. A Budget Hearing is scheduled with the Chief Administrative Officer on February 18, 2014. Barbara will provide the Board with additional information at upcoming meetings. Matt Schmader found a memo indicating that the Open Space Division was founded on January 23, 1984, making this the 30<sup>th</sup> anniversary for the Division. The indoor track season is about to begin. The track is being set up at the Convention Center today. The first meet is scheduled for January 18, 2014. Events will include UNM Track and Field, NCAA Championships, USATF Championships, Hershey Track and Field, Special Olympics, and the Great Southwest meet. Barbara will send the schedule of events to all Board Members and may be able to get passes for Board Members.
- Garry Wolfe, Assistant Director, Parks and Recreation Department, provided a list of important items by Division: Aquatics – He discussed the impact of the Affordable Care Act on hiring seasonal employees. We need to develop a plan to address seasonal hiring by this month. Fiscal – The new Fiscal Manager and Accountant will begin on Monday, January 13, 2014, and the Fiscal Division will be fully staffed. Golf – The renovation of the front 9 has been completed at Ladera Golf Course and the back 9 is scheduled for Spring. Open Space – They are currently working a habitat restoration project with the Water Utility Authority south of Paseo del Norte. This is a \$1.4 M project that will take two years. The Water Utility Authority is required to do restoration work as part of the San Juan Chama River Project. Park Management – Staff is implementing a computer maintenance management software system that will track individual work orders and cost. Area 4 should be implemented by February 15. This should allow us to have an accurate accounting on the cost of maintaining parks. We are close to hiring a City Forester. Planning and Design – Staff is assisting with monitoring the ADA Audit. We are close to completing Area 1 in northeast Albuquerque. Staff also held a strategic planning session. Recreation – It's track season. The Department is also closed to reaching an agreement with the Fish and Wildlife Service for an archery range at the Shooting Range Park. They are paying for the building and we will provide maintenance. This should be completed by this summer. Garry provided additional information of the audit of the park system.
- Bill Nordin, BFP Commission Representative for MPRAB, mentioned that the Commission has not had a meeting so he has nothing to report. They have a meeting next Tuesday and he will provide a report next month.
- Sub-Committee reports – None
- Members' Roundtable – John Myers inquired about the status of the Bosque Resolution and if Parks and Recreation Department is involved in the process. Barbara mentioned that she has received a new floor substitute to the Resolution that was put forward by Councilor Sanchez. At first glance, this appears to be a better Resolution. She will forward the floor

substitute to Board Members for their review. The Resolution has been deferred to the City Council Meeting on January 22, 2014. Communication continues and she is working on a one page analysis of the floor substitute. To Mr. Myers second question concerning Parks and Recreation involvement, yes, the Department is involved. The Open Space Division manages the Rio Grande Valley State Park. The Department is in communication with the Administration and will continue to be. John requested a briefing on the Bosque. Barbara will add this item to the February Agenda and she and Matt Schmader will provide a briefing. Barbara also mentioned that the front page of the Neighborhood Newsletter contained an informative letter concerning the Bosque. She will also forward this information to them. There was also an article written by John Fleck in this morning's Albuquerque Journal.

- Dan Wilkinson inquired about putting items on the Agenda. The Board discussed this matter. The deadline for requesting items be put on the agenda is one week prior to the meeting.
- Becky Tays inquired about vacancies on the Board and working with City Council. She requested assistance on how to accomplish this. Barbara said she would be happy to provide Board Members with information that they can take and discuss with their City Councilors. Barbara mentioned the Park Inventory Book that is being updated. She would like to provide this information to each Board Member for the City Council District that they represent. Budget is very important and Barbara can provide Board Members with information on this subject so they can speak to their City Councilors.
- Dan inquired about constituents that have shown an interest in being on the Board. Barbara mentioned with the holiday, we have not heard from Delaney, Boards and Commissions Liaison in the Mayor' Office, but we will continue to reach out to her.
- John Myers inquired about tennis courts off Tramway having large cracks. David Flores mentioned that he is aware of this matter and these tennis courts will be scheduled for renovation as soon as funding is available.
- Unfinished Business – There are currently vacancies in Districts 1, 2, 4, 5 and 6. Garry Wolfe discussed sending an email to volunteers and organizations that have adopted medians concerning vacant positions on the Board.
- New Business – None

The next meeting is scheduled for Tuesday, February 4, 2014, 12:30 PM, at the Parks and Recreation Administration Building, 1801 4<sup>th</sup> Street NW.

**Adjourn:** Mr. Wilkinson adjourned the meeting at 1:48 PM.

## METROPOLITAN PARKS AND RECREATION PARKS ADVISORY BOARD PARK NAMING POLICIES

### General Board Philosophy:

The MPRPAB is tasked with hearing requests and making recommendations related to the renaming of Parks within the City of Albuquerque. This document sets out policies related to this duty and was adopted unanimously by MPRPAB on March 26, 2013 by a quorum of the Board. This meeting was advertised to allow for public input. This matter has been a discussion item on Board Agendas at least three times in the last six months. These policies are a reaffirmation of previous policies informally followed by the Board.

Consideration shall be given to names which reflect geographical locations, natural or geological features, or names in common usage, which will align the park with a particular neighborhood or location within the City. A park name shall be changed only if the current name does not have geographical, historical or other significance. Parks named after an individual should not be considered for a change in name, except in compelling circumstances supported by overwhelming public interest.

There are instances when it is the desire of members of the community to rename a park in honor of an individual. Our community is composed of people accomplished in education, sports, public service, entertainment, medicine, military achievement, banking and finance, land development, and many other fields. Each of these persons played an important part in the development and progress of our city. Individuals have achievements on local, statewide, national and international levels. There are a limited number of parks in our City and many individuals who have made important contributions to the community. To memorialize an individual by naming or renaming a park after than individual **will not be the standard practice of the Board.**

Creating a memorial to these individuals is more appropriate and may include commemorative statues or other works of art, naming of gardens or other special features in parks or other public places, donations of money or land or other contributions to the community in the name of an individual, etc.

Undeveloped parks may be named by City Parks and Recreation Department following notification to neighboring associations where the park is located. If the transitional name identified at acquisition is not significant, a recommendation can be made to the Metropolitan Park Advisory Board, without the requirement for an application for a name change.

### Public Involvement to Consider Parks and Recreation Facility Names:

- a. A standard application form, with supporting letters and/or documentation, will be submitted to the Board for each proposed park-naming request. A copy of the standard application will be mailed to any individual and/or group requesting that the Board consider a name for a park. The applicant is responsible for providing full and complete information on said application. Incomplete or inaccurate information shall be grounds for denial or deferral of a request. The application shall be accompanied with a reasonable non-refundable application fee, currently set at \$50.00.

- b. Any name proposed for a park shall be given public NOTICE as follows:
  - 1. APPLICANT shall contact the Office of Neighborhood Coordination requesting the names of affected neighborhood association(s) and send them a copy of the application and a letter explaining the request.
  - 2. Parks Department shall send a notice of the proposed park naming application to a daily newspaper, requesting publication of the time and date of the Board meeting where discussion of the proposed naming will be considered.
  - 3. Parks shall provide sign(s) to be posted at the park under discussion at least 15 days prior to the Board meeting at which the name change will be discussed. APPLICANT shall be responsible for posting said sign(s.)
- c. The Board will take into consideration all suggestions and requests from individuals, neighborhood associations, the Parks and Recreation Department or other groups for naming of specific parks.
- d. Parks will be named for geographic locations, historic events, significant features, or names in common usage.
- e. A park name shall be changed only if the current name does not have geographical, historical or other significance. No park named after an individual should be considered for a change in name, except in compelling circumstances supported by overwhelming public interest.
- f. Proposed donations for purchase, development or renovation of a park or recreation facility or portions of shall not be the determining factor in making a recommendation on an application for park naming. Such donations are encouraged as a means of contributing to the community, and persons who make such donations are to be commended. These donations may be helpful in defraying the cost of creating a memorial to these individuals.
- g. As each new park name is considered, the need for informational signs will also be discussed, and if the Board feels that they are necessary, a recommendation will be made that those signs will be prepared and displayed.
- h. Before a request renaming a park is considered by the Board, Parks staff shall research the original name and provide that information at the Board meeting.
- i. Generally the APPLICANT will be required to raise the cost of the name change, or memorial since the Parks department has such limited funds.

ADOPTED by MPRAB 1/7/14