

APRIL 21, 2016 MEETING MINUTES OF THE PARKS, RECREATION, & CULTURAL AFFAIRS COMMISSION

The Parks, Recreation, and Cultural Affairs Commission (PRCA) of the City of Farmington met in a regular session on Thursday, April 21, 2016, at 6:15 p.m. in the Executive Conference Room at City Hall, 800 Municipal Drive, Farmington, NM. Roll call was taken with attendance as follows:

Members Present: Leslie Thompson, Vice Chair; Jane Banes; Sherry Galloway; Peter Holzem; Corey Freeman; Kent Mobley; Larry Hilliard; Ellyn Dimond; JB Holcomb

Members Absent: Tyson Snyder, Chair; Patricia Baca

Also present were: Cory Styron, PRCA Director; Beverly Bentz, Anasazi Foundation; Vida Guffey, Anasazi Foundation; Stan Blair, Bonnie Dallas Senior Center Advisory Board

Roll Call - New Commissioner Introduction by Cory Styron – Jeffrey (J.B.) Holcomb

After roll call was completed Ms. Thompson asked Mr. Styron to introduce the new PRCA Commission, Mr. Holcomb to everyone. Mr. Styron introduced Mr. Holcomb to the Commission and asked him to tell a little bit about himself. Mr. Holcomb stated that he has been a resident for thirty years with the exception of going to college in Idaho for a few years. He has been married for seven years with two daughters. Has recently started a new company called Utilitech Field Services which specializes in drilling of Cathodic Protection Ground Beds and Domestic Water Wells. Mr. Styron and the Commission members welcomed Mr. Holcomb aboard.

APPROVAL OF MINUTES

Leslie Thompson asked the Commissioners if they had reviewed the March 17, 2016 minutes and if there were any questions or changes. There were none so Ms. Thompson called for a motion. Jane Banes moved to approve the March 17, 2016 minutes as presented. Peter Holzem seconded the motion. The motion passed unanimously.

PRESENTATION:

Anasazi Foundation Presentation – Mr. Styron introduced two members of the Anasazi Foundation to the Commission. He stated that the Anasazi Foundation has been an active presence since the inception of the summer outdoor theater in Farmington. Mr. Styron said that the foundation came to him approximately 10 months ago with an idea for fundraising for the amphitheater and tonight the foundation would like to share their ideas and thoughts. Beverly Bentz introduced herself as a longtime member of the Anasazi Foundation and is a past President and current Project Manager for the foundation. She introduced Vida Guffey as the incoming President of the foundation. Ms. Bentz began the presentation with storyboards outlining the proposal. The purpose of the Anasazi Foundation is to support and promote outdoor theater productions within the Lion's Wilderness Park Amphitheater. The Goal of the Anasazi Foundation is to establish an ongoing fundraising project to enhance the beauty of the community. The proposal is to establish The Sandstone Gardens within the amphitheater area. The first phase of the project is to offer citizens and community leaders the opportunity to sponsor for two years an established tree, native bush, or plant within the garden area for \$125. A sign will be placed by the sponsored native plant. For the second phase of the project the foundation is proposing a brick fund raising project with donations ranging from \$50.00 to \$500.00. The bricks can be placed on a brick wall, a walk way, or other tiled/bricked surface. Ms. Bentz concluded the presentation and asked if the commissioner's had any questions or discussion. Discussion and questions began with Mr. Holzem who asked if there is a budget in place for the project. Ms. Guffey replied yes however the foundation is not asking for money as they will be using the funds raised for ongoing building and expansion of the garden. Ms. Thompson asked if the parks department will have oversight of the project. Mr. Styron stated that yes the parks department will provide oversight and approval for the project. Mr. Styron stated that the foundation is asking from the commission your agreement with the concept presented at this meeting. Further details for the project will be hammered out and then the foundation will present to

the commission in the future with more concrete details. Mr. Holzem asked if the foundation is requesting the commission's approval of the idea tonight. Mr. Styron stated yes that is what the foundation is requesting. Mr. Holzem then moved that the PRCA Commission approve the Anasazi Foundation's request to move forward with their proposal. Ms. Galloway seconded. Ms. Thompson asked if there is further discussion needed. Mr. Hilliard asked what is the religious, philosophical and mythological representation involved with the design. Ms. Guffey replied that trees are part of all of these properties and will pull all of the design elements together. Ms. Thompson stated that there is a motion on the floor and is there further discussion. There being no further discussion she called for the vote on the motion. The motion passed unanimously.

UNFINISHED BUSINESS

A. Action Items –

1. Name exhibit hall at Gateway Museum after Cassie Dallas

Mr. Styron requested that the commission review and approve naming the exhibit hall at the Gateway Museum for Cassie Dallas as was introduced in 2015. This action resulted in the writing of a revised and completed guidelines for naming within the Parks, Recreation, and Cultural Affairs Department. Mr. Styron stated to the commission that if they wish to table this item for further review until the May meeting that is acceptable. Ms. Thompson said that the Museum has already did a presentation for the naming and she feels that using the new guidelines that it will be fine to proceed with this action at this meeting. Mr. Freeman stated that there is not a completed revised application for the naming. Ms. Galloway moved that the Exhibit Hall at the Gateway Museum be named for Cassie Dallas subject to receiving a completed revised application. Mr. Holzem seconded the motion. Ms. Thompson asked if there was any further discussion regarding the motion. There was no further discussion and the motion carried unanimously. Mr. Styron said that this motion will be presented to City Council sometime in June.

B. Discussion –

1. Brookside Pool Update -

Mr. Styron advised the commission that the City Council has agreed to the closing of the pool for this summer. Mr Styron further stated that the pressure company could not perform the pressure test due to the structural issues with the pool. A presentation for the benefit of the public will take place at the April 26th City Council meeting. At that meeting the council will vote to either close the pool or keep it open. Funding has been found for building a new water park to replace the old pool through some unretired bonds.

2. Strategic Plan update-

Mr. Styron advised the commission that the first budget meeting will be May 3rd. After the budget meeting the strategic plan meeting will take place. There are thirteen items listed for the strategic plan and the PRCA Department has five of the items. These items include; A water park at the Brookside location, The Civic Center, Trail System, Mini Golf, and Lake Farmington. Mr. Styron stated that the primary item will be the water park. This will be designated as a destination since there is not another facility like it within a two hour drive. Ms. Thompson asked if a plan to maintain and update existing facilities will be discussed. Mr. Styron replied that this particular conversation is traditionally not addressed during the strategic plan process unless quality of life is involved. Mr. Styron agreed with Ms. Thompson that this issue needs to be addressed in the near future, however with the current economic climate these items will probably be deferred for the time being.

3. Animal Services Contract update-
Mr. Styron informed the commission that on Tuesday, April 19, 2016, Stacie Voss, Animal Welfare Director and Dr. Rebecca Raichel, Staff Veterinarian did a presentation to the San Juan County Commission. The presentation included all pertinent figures and information regarding animal services that the Farmington Shelter performs for county animals. Mr. Styron said that if the county chooses not to participate in 2017 a customer service nightmare will be created for all parties concerned.
4. Lake Farmington update –
Mr. Styron said that a draft of the ordinance for setting up swimming at the Lake Farmington will be presented for approval at next Tuesday's City Council meeting. The designated swimming area will be just northeast of the boat launch area. Mr. Styron stated there will be a grand opening of the new swimming area at noon on May 27th. The PRCA Commission members will receive an invitation prior to the event.
5. Commercial Vending Update –
Commercial vending is proceeding well. The hot dog vendor is doing well and has ordered a second truck for a different venue. Another vendor that sells sno cones, ices has obtained a commercial vendor permit and will be setting up soon at the museum.

The

DEPARTMENT REPORT

Regarding the March department report Mr. Styron said that both the Senior Center and Civic Center continue to grow and increase programs. During March the Operations crew along with Farmington High School grounds staff did a day long field management training conducted by Casey Griffin, Director of Field Operations for the Isotopes. Mr. Styron said that the Animal Shelter continues to do great things with transporting animals for adoption.

ACTIVITY LISTING

Mr. Styron highlighted items from the upcoming events listing. He encouraged the commissioners to attend the new transport van dedication at Bark in the Park Event on April 30th at noon. He informed the commission that the Cinco De Mayo and Riverfest events will have a larger area for participants to walk around with adult beverages. The State High School Golf Tournament will be held in May. Ms. Banes said that twenty six volunteers are still needed.

COMMISSIONER ITEMS

Mr. Holcomb proposed that the city parks department look into a community garden. He handed out information regarding community gardens future consideration.

ADJOURNMENT

There being no further business or discussion, Ms. Galloway moved to adjourn, Mr. Holzem seconded, the meeting adjourned at 7:30 pm.



CHAIRMAN

Leslie Thompson, Vice Chair



Debbie Homer, PRCA Administrative Aide

5.6 Guidelines for Naming and Dedication of Farmington Facilities

PURPOSE:

The naming or dedicating of municipal property, buildings and park elements are important for public awareness, promotion and emergency access. In order to ensure fairness and consistency, naming or dedicating of municipal property, buildings and park elements will be named according to the following principles.

The guidelines of the Parks, Recreation, and Cultural Affairs (PRCA) Commission is to name whole assets, parks, and facilities through an adopted process utilizing established criteria emphasizing community values and character, local history, geography, environmental, civics and service to the community of Farmington.

Naming Principles

- Aid in the geographical identification of the municipal property, buildings and park elements to assist in emergency response situations.
- Maintain long standing local area identification
- Understandable to the majority of Farmington residents
- Give a sense of place, continuity, and belonging; to celebrate distinguishing characteristics and uniqueness of the community of Farmington, avoiding confusion, name duplication and similar sounding names
- Not discriminatory, derogatory or political in nature
- Municipal property buildings and park amenities will not be named after elected officials currently in office
- Corporate names will not be used unless a significant financial or other contribution has been made to the City
- City Council retains the right to change any name at any time without notice

Criteria

The following criteria shall be used in determining the appropriateness of the naming designation:

- Geographic location (neighborhood, significant areas, etc.)
- Natural features
- A person (non-living) or place of historical or cultural significance

- A group, or feature particularly identified with the land or facility
- Conditions of property donation as agreed upon by the donor and the City shall be honored regarding the naming of the parks, recreation areas and facilities subject to these adopted policies.
- Names that are similar to existing parks, properties or facilities in Farmington should not be considered in order to minimize confusion.
- The City reserves the right to change the name to maintain consistency with these policies

Purchased Naming Rights

In the case of purchased naming rights the following additional considerations will apply:

Criteria

- The significance of the contribution made relative to the construction and/or operating costs of the item being named.
- The significance of the contribution relative to the market valuation of the naming opportunity.
- Results of a value assessment
- The benefits to and obligations of both the purchaser and the City.
- The duration of the naming including a specific sunset clause associated with the length of time that the name will be used.
- Whether the naming agreement can be renewed if a further gift or sponsorship is received (Demonstrated public support for the sale of naming rights of the facility).

Commemorative Naming

From time to time recommendations from the community may arise to show recognition of an individual or organization for service or support to a specific park or facility. Under this condition the PRCA Commission may entertain recommendations to recognize specific elements of a facility or park for the service or support of the individual or organization.

Criteria

- Must be perceived as a model citizen and open to close scrutiny relative to their character, integrity and values.
- Community involvement must be positive and renowned.
- The involvement will have had a dramatic influence/impact on the City/Residents over an extended period of time.

- Contribution including length of service, level of commitment, level of responsibility assumed, or financial must be demonstrated.
- In the case of service clubs, have they contributed through public service activities in Farmington over multiple years?

PROCEDURE:

Naming of PRCA assets, parks and facilities

1. A request for naming of a PRCA asset, park, or facility shall be submitted in writing to the Parks, Recreation, and Cultural Affairs (PRCA) Commission through the PRCA Department.
2. Those submitting a naming request should show how the proposed name is consistent with the criteria stated in this policy. When naming after a person or persons, the application (attached) will describe the contributions to the City. City staff will review the proposal for adherence to the stated criteria and authentication of statements relative to contributions in the case of an individual before forwarding to the PRCA Commission. If the request is incomplete, staff will contact the applicant, in writing, and provide them with the opportunity to resubmit a revised request.
3. The PRCA Commission will offer the opportunity for the public input on the proposed naming.
4. The PRCA Commission shall vote for approval and forward their recommendation to City Council for final decision.
5. The PRCA Commission can initiate the naming process whenever deemed necessary and/or in the best interest of the City.
6. In the absence of any naming requests, the PRCA Commission shall adhere to criteria stated in this policy in recommendation of name.

 4/20/2016
Approved and Adopted

CITY OF FARMINGTON FACILITIES NAMING/DEDICATION APPLICATION

APPLICANT INFORMATION

Name:

Phone:

Email:

Current address:

City:

State:

ZIP Code:

FACILITY INFORMATION

Location of Facility:

Current Name of Facility:

Proposed Name of Facility:

PLEASE DESCRIBE HOW THIS NAME MEETS THE FOLLOWING CRITERIA:

- ❖ Must be perceived as a role model and open to close scrutiny relative to their character, integrity and values
- ❖ Community involvement must be outstanding and renowned
- ❖ The involvement will have had a dramatic influence/impact on the City/residents over an extended period of time
- ❖ Contribution including length of service, level of commitment, level of responsibility assumed must be extraordinary
- ❖ In the case of financial gifts, has the donor participated in a large one-time campaign, or participated in a fundraising campaign in support of a public venue?
- ❖ In the case of service clubs, have they contributed through public service activities in Farmington over multiple years?

PLEASE INCLUDE ANY LETTERS, REFERENCES, ARTICLES OR PETITIONS THAT DEMONSTRATE BROAD-BASED SUPPORT

**Please submit application to:
Farmington Parks, Recreation, and Cultural Affairs Dept., ~ 901 Fairground Rd. ~ Farmington, New Mexico 87401**