A. Call to Order

B. Roll Call

C. Approval of the Agenda

D. Approval of the minutes
   1. Consider approval of the January 13, 2020 meeting minutes.

E. Non-Action Items
   2. Report on the Roswell Recreation and Aquatic Department- Marcus Gallegos
   3. Report on the Parks Department-Jim Burress
   4. Trail Master Plan- Jim Burress

F. Regular Items (Action Items)
   5. Election of officers

G. Other Business
   6. Public Comments

Next Meeting: March 16, 2020

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 19-37

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, 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: February 7, 2020
MINUTES OF THE PARKS AND RECREATION COMMISSION  
Parks & Recreation Office  
1101 W. Fourth Street  
January 13, 2020  
5:30 PM

A. CALL TO ORDER  
Chair JaneAnn Oldrup called the January 13, 2020 meeting to order at 5:30 p.m.

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

Staff present: Jim Burress, Parks Director; Marcus Gallegos, Recreation Manager and Daisy Diaz, Administrative Assistant-Cemetery.

Guests present: Carolyn Mitchell, Vicki Burress, Bonnie Bitzer, and Margaret Kennard.

C. APPROVAL OF AGENDA  
Member Elliott motioned to approve the agenda; member James seconded, a voice vote was unanimous. Motion passed, with members Mathison, Joyce, and Robertson being absent.

D. APPROVAL OF MINUTES  
1. Member Edwards motioned to approve the minutes of the October 21, 2019 meeting, member Sanders seconded. A voice vote was unanimous motion passed, with members Mathison, Joyce, and Robertson being absent.

E. NON-ACTION ITEMS  
2. Report on the Roswell Recreation and Aquatic Center- Marcus Gallegos, Recreation Manager gave report on Aquatic center. USA Pool Management contract will end February 1, 2020. The Aquatic center will take over daily operations. The new Aquatic Manager has been hired. He is expected to begin working at the beginning of February.

New pool tables are available at the Adult Center. Four pool tables were purchased in conjunction with the Roswell Adult Center Foundation who helped by purchasing two of the four tables. Survey being conducted for the adult center survey will be available online and on paper at the adult center.
3. Report on the Parks Department- Jim Burress, Parks Director gave a report and answered questions regarding the Parks department.
   - Cemetery- working on getting a software program in place. To get all legal documents scanned.
   - Golf Course- Looking at contract expectations and re-organizing staff.
   - Park- Working on cutting down trees that are no good, but planting three to five for everyone that is cut down.
   - Zoo- Working on getting bids to get the carousel painted. Pond being drained to fix the walls. Once walls are, fixed pond will be refilled. Friends of the Zoo donated $14,000 to the city.

4. Update on Inclusive Playground-Jim Burress, Parks Director stated he wrote the Governor a letter asking for support on the Inclusive Playground. Anyone is welcome to write letters requesting support from the Governor. Just let Chair, JaneAnn Oldrup know and she can provide the email address to the appropriate person that will get them to the Governor.

5. General Discussion- Jim Burress, Parks Director stated that the city is looking for consistency in the way all committees and boards are done. Mr. Burress will provide more information at the next meeting and talk more about terms, agenda and minute templates.

F. ACTION ITEMS
   None

G. OTHER BUSINESS
6. PUBLIC COMMENTS
   Bonnie Bitzer, citizen commented that while she was campaigning few people mentioned they would like to see lights on the walking paths at the soccer complex. Mr. Burress stated there already is lights along the trails around the soccer field in the internal side, but there is no plans on putting any on the external side.

   Carolyn Mitchell, president of Roswell Adult Center Foundation encourages everyone to participate on the adult center survey.

H. ADJOURN
   The meeting was adjourned at 6:20 p.m.
   Next Commission meeting: February 10, 2020 at 5:30 p.m.