

**Regular Meeting of the General Services Committee  
Held in the Conference Room at City Hall  
June 26, 2019**

***Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 19-37.***

**B. ROLL CALL**

The meeting convened at 4:32 p.m. by Chair Sanchez with Councilors Oropesa and Moore present. Councilor Roebuck was absent.

Staff Present: Sharon Coll, Joe Nebb, Mike Mathews, Kevin Dillion, Parker Patterson, Monica Garcia, Marcus Gallegos and Jim Burress.

Guests Present: Rita Kane-Doerhoefer and Alison Penn.

**C. APPROVAL OF AGENDA**

Councilor Moore moved to approve the June 26, 2019 Regular General Services Committee meeting agenda as presented. Councilor Oropesa was the second. A voice vote was 3-0 and the motion passed with Councilor Roebuck being absent.

**D. APPROVAL OF MINUTES**

1. Councilor Moore moved to approve the General Services Committee meeting minutes for June 26, 2019. Councilor Oropesa was the second. A voice vote was 3-0 and the motion passed with Councilor Roebuck being absent.

**E. NON-ACTION ITEMS**

2. Roswell Recreation and Aquatic Center Update – introduction of staff and other business. Jim Burress introduced Marcus Gallegos, Parks and Recreation Manager. Marcus Gallegos provided brief comments about his personal and professional background. Marcus Gallegos reported that the Recreation Center was complete and ready to go. He reported that the center received the ‘Certificate of Occupancy’ for both sides (pool and recreation sides) and received the state health permit for the concession stand. In addition, that staff are training on the processes, procedures, control systems and customer service. On the aquatic side, the manager from United Pool has hired all of the lifeguards and providing the required training. He also reported on the final plans and preparations for Saturday’s Grand Opening.

Councilor Oropesa asked if plans were still underway to separate Parks and Recreation.

Mike Mathews responded that Joe Nebb, City Manager, has talked about that and looking at all of the options to better run each and every department.

Councilor Oropesa asked which staff was moving to the new facility and the intent with the Adult Learning Center.

Jim Burress responded that the Adult Learning Center needed some facility upgrades and new equipment. He reported that they will looking at programing and cross-training staff at both facilities.

Councilor Oropesa asked about an update on the Eastside Little League field and if the bathrooms were available.

Jim Burress responded that one of the volunteers on the Eastside Little League worked at the cemetery and is helping to maintain the practice fields. He reported that the bathrooms are typically locked but if there is a need, they can look at options or collaborate with other nearby organizations.

Councilor Moore asked the occupancy for the pool inside and outside.

Marcus Gallegos responded that in the water it was approximately 250 outside and 200 inside.

Councilor Sanchez asked if people would be able to use the bathrooms in the new building.

Jim Burress responded that member's yes but not the public due to security reasons.

Councilor Sanchez asked is they have Porta Pottys for the skate park.

Jim Burress reported that they are available but reviewing the service contract and units from vandalism.

3. Administrative Services Update – Softball Netting Purchase Order. Monica Garcia provided copies of the Purchase Order for the netting project and reported that the delay on the purchase order was due to internal processes.

Kevin Dillon reported that the timeframe to complete would be about three weeks.

Councilor Sanchez asked if the netting would be done by the next season in April 2020.

Kevin Dillon responded that it would depend on the design and the demand of the contractor but could be expedited if funding was available to proceed.

Monica Garcia reported that beginning July 1<sup>st</sup> the procurement process will be paperless through Tyler and such delays should not occur in the future.

4. Status Report on the Bike Rental Program. Marcus Gallegos reported on the status of the bike rental program from Ruidoso and the need to gather additional information from other communities.

Jim Burress concurred with the research needed and submittal for legal review.

Parker Patterson stated that the agreements from Ruidoso are essentially liability releases and are still subject to the courts determination if sued.

Councilor Oropesa asked the timeframe for program implementation.

Jim Burress responded a couple of months due to the Recreation Center opening, look at process, procedures, legal and insurance.

Mike Mathews stated that if we do a program like Ruidoso then we need to have all the information on fees, bike trails, safety and guidelines developed before implementing.

Councilor Oropesa suggested staff contact Bob Edwards and keep him up to date on the progress of the program.

#### **F. ACTION ITEMS**

None

#### **G. PUBLIC PARTICIPATION**

Rita Kane-Doerhoefer apologized for laughing while discussing the Port a Potties at the skate park but stated that she does text Jim Burress about the condition of the Porta Pottys and gets taken care off. She also stated that she spoke to Bob Edwards and reported that he was not notified about the meeting. Ms. Kane-Doerhoefer asked about an online posting regarding the grand opening event. Mike Mathews reported that touring the facility would be free but would be a charge for using the facility and pool on that day.

#### **H. ADJOURNED**

The meeting adjourned at 5:15 p.m.