



Parks and Recreation Advisory Board  
Amended Minutes  
January 19, 2023

The Parks and Recreation Advisory Board held a meeting on January 19, 2023, following the work session at 6:00 p.m. at City Hall Council Chambers, 700 N. Main, Las Cruces, NM.

**Members Present:**

- Cassie McClure - District 1
- Stan Engle - District 4
- Kenneth Coppedge – District 2
- Aracely Tellez – District 3
- Eric Montgomery - District 5
- Laura Haas - District 6
- Fred Raish – At large member

**Others Present:**

- Robert Nunez, Interim Director, Parks and Recreation
- Phillip Catanach, Recreation Services Administrator, Parks & Recreation
- Hazel Nevarez, Senior Office Manager, Parks & Recreation
- Sergio Esparza, Project Specialist, Parks & Recreation
- Claudia Chavez, Interim Youth Services Deputy Director, Parks & Recreation
- Greg Shervanick, Public
- Becky Baum, Recording Secretary, RC Creations, LLC

The Parks and Recreation Advisory Board Meeting of January 19, 2023, at City Hall Council Chambers, 700 N. Main, Las Cruces, NM was brought to order at approximately 7:30 p.m. by Chair McClure and recognized the meeting as having a legal quorum.

**1. Introduction:**

Board Members introduced themselves and stated the district they represent. Attending staff introduced themselves.

**2. Conflict of Interest:**

There was no conflict of interest.

**3. Approval of the Agenda:**

1 Board Member Montgomery moved to approve the Parks and Recreation Advisory  
2 Board Meeting Agenda for January 19, 2023, seconded by Board Member Raish.  
3 Motion carried unanimously.  
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5 **4. PRAB Minutes of November 17, 2022:**  
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7 Vice-Chair Engle moved to approve the Parks and Recreation Advisory Board  
8 Meeting Minutes November 17, 2022, seconded by Board Member Coppedge.  
9 Motion carried unanimously.  
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11 **5. Public Participation:**  
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13 There was none.  
14

15 **6. Discussion Items:**  
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17 **6.1 Board E-mail Update:**  
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19 Robert Nunez stated in a recent conversation with the City Clerk it was advised  
20 to utilize a Parks and Recreation general e-mail for the Board. There was also  
21 a question of a business card. City advised not use Board personal e-mails,  
22 but one general e-mail for the Board. This would then allow for general public  
23 to send in questions/comments to the Board and Parks and Recreation would  
24 then forward that to the Board Member of that District, or to the whole Board.  
25 City recommended a group e-mail that would get to everyone. The advice of  
26 the City Clerk is no personal e-mails on the City website, and so that has been  
27 removed. A business card with a blank space on the back for insertion of a  
28 name is needed/wanted. Chair McClure expressed preference of a more  
29 direct-to-member mail mechanism.  
30

31 **6.2 Community Outreach:**  
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33 Robert Nunez stated this was a discussion from back in November in regards  
34 to reaching out to the community in their requests, their complaints,  
35 suggestions in regards to anything Parks and Recreation. There was a  
36 discussion on providing a survey to the community for various topics, or to  
37 provide any information. Internally staff can work on a survey, do some  
38 research. Chair McClure would like to see a draft by next meeting with  
39 questions. The survey would be a matter of engagement. Each Board  
40 Member is a representative of their own District. It would be good to bring  
41 issues of concern to specific districts to the Board. Suggestions would be what  
42 do you not see in a park? What do you see you don't like in a park? What is  
43 missing, for the children, for adults? Mentioned that what you want to get out  
44 of the survey should be well defined before adding questions on a survey.  
45

1 A suggestion to build a committee to work with the staff to craft the survey.  
2 Board Member Haas volunteers.  
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4  
5 Vice-Chair Engle moved to create a subcommittee of three Board Members to  
6 work with staff for community outreach for creation of a survey, seconded by  
7 Board Member Haas.  
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9 Roll Call Vote:

10 Board Member Coppedge - Aye.  
11 Board Member Montgomery - Aye.  
12 Board Member Raish - Aye.  
13 Board Member Tellez - Aye.  
14 Board Member Haas - Aye.  
15 Vice-Chair Engle - Aye.  
16 Chair McClure - Aye.

17 Motion carried unanimously.  
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19 Chair McClure, Board Member Haas, Board Member Raish will be the  
20 subcommittee, which will include staff members.  
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22 **8. Staff Member Comments:**

23 There were none.  
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26 **9. Board Member Comments:**  
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28 Board Member Haas thanked the City for the warm welcome. Vice-Chair Engle and  
29 Board Member Coppedge welcomed the new Board Members. Chair McClure  
30 concurred with the above mentioned comments. There were a flurry of e-mails  
31 concerning the hiking program.  
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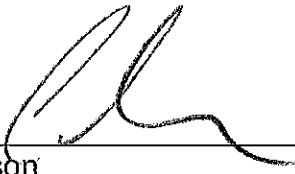
33 Robert Nunez spoke with Linda Peterson, member of public, a couple of days  
34 regarding hiking program and gathered some information. There was a brief  
35 meeting prior to the Board's meeting today that seemed to go well. The City was  
36 provided information on wants and needs as a group. Discussion included what  
37 could be offered at this time, and looking at other options available to bring back that  
38 program, either under direction from the City, contracting. The discussion will  
39 continue. Maybe this could be an agenda item for the February Board meeting.  
40

41 Chair McClure read part of the e-mail: "I credit Ms. Foster's program for enhancing  
42 my introduction to and overall satisfaction with my decision to relocate here", which  
43 is very important in terms of a lot of outdoor recreation, economic development in  
44 terms of pulling people here.  
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46 **10. Adjournment:**

1 Board Member Montgomery moved to adjourn the Parks and Recreation Advisory  
2 Board Meeting, seconded by Board Member Tellez. Motion carried unanimously.

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Chairperson