



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

BCC Agenda

Parks and Recreation Board

Melanee Hand, Chair; Paul Cook, Dana Dattelbaum, Robbie Harris, Stephanie Nakhleh, Dina Pesenson, and John Russell, Members

Thursday, June 8, 2017

5:30 PM

1000 Central Avenue
Room 110

1. CALL TO ORDER

- A. [9526-17](#) Approval of Minutes from the May 11, 2017 meeting

Recommendation: I move that the Board approve the attached minutes

Presenters: Melanee Hand

Attachments: [A - May 11, 2017 Minutes](#)

2. STAFF AND OTHER ATTENDEES:

Others in attendance included

3. PUBLIC COMMENT

This section of the agenda is reserved for comments from the public on items that are not otherwise included in this agenda.

Please Limit Public Comment to 3 Minutes.

4. BUSINESS

- A. [9543-17](#) Bond Project Update

Presenters: Christopher Wilson

- B. [9544-17](#) Flow Trail Project Update Presentation

Presenters: Eric Peterson

Attachments: [A - Los Alamos County Flow Trail Project Update](#)

- C. [9546-17](#) Review and discussion of the North Mesa Stables Management in regards to neighbor complaints.
- Recommendation:** I move that the Board accept the staff report as presented and that no further testing be done as we are in compliance with health codes, environmental standards and our own County requirements.
- Presenters:** Christopher Wilson
- Attachments:** [A - Los Alamos Projects](#)
[B - North Mesa Stables Area Water](#)
[C - North Mesa Stables Agricultural Test Report](#)
[D - Overlook Park Agricultural Test Report](#)
- D. [9545-17](#) FY18 Work Plan
- Recommendation:** I move that the Board accept Council changes and adopt the FY18 Draft Work Plan
- Presenters:** Melanee Hand
- Attachments:** [FY18 Work Plan w/ Council Changes](#)

5. STAFF COMMUNICATIONS

- A. [9527-17](#) Chairman's Report
- Presenters:** Melanee Hand
- B. [9528-17](#) Parks, Recreation, Open Space Program Report
- Presenters:** Christopher Wilson
- Attachments:** [A - Parks, Recreation, Open Space Program Report](#)
- C. [9529-17](#) Open Space Advisory Subcommittee Report
- Presenters:** Stephanie Nakhleh
- D. [9531-17](#) Aquatic Center Advisory Subcommittee Report
- Presenters:** Paul Cook
- E. [9530-17](#) Ice Rink & Recreation Advisory Subcommittee Report
- Presenters:** Dina Pesenson
- F. [9532-17](#) Golf Course Advisory Subcommittee Report
- Presenters:** Dana Dattelbaum

6. PUBLIC COMMENT

7. INFORMATIONAL ITEMS

- A. [9533-17](#) Council Liaison Report
- Presenters:** Pete Sheehy

8. PREVIEW OF NEXT MEETING

A. [9534-17](#) Action Items for Next Month

Presenters: Melanee Hand

9. ADJOURNMENT

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 the County Human Resources Division at 505-662-8040 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 personnel in the Recreation Division at 505-663-1781 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Melanee Hand

Legislative File: 9526-17

Title

Approval of Minutes from the May 11, 2017 meeting

Recommended Action

I move that the Board approve the attached minutes

Body

The May 11, 2017 minutes are ready for consideration and approval

Attachments

A - May 11, 2017 Minutes.pdf



County of Los Alamos

BCC Meeting Minutes

Parks and Recreation Board

1000 Central Avenue
Los Alamos, NM 87544

Melanee Hand, Chair; Paul Cook, Dana Dattelbaum, Robbie Harris, Stephanie Nakhleh, Dina Pesenson, and John Russell, Members

Thursday, May 11, 2017

5:30 PM

1000 Central Avenue
Room 110

1. CALL TO ORDER

Present 6 - Member Cook, Member Nakhleh, Member Dattelbaum, Member Harris, Member Hand and Member Pesenson
Absent 1 - Member Russell

2. STAFF AND OTHER ATTENDEES:

Chris Wilson, Parks, Recreation, Open Space Division Manager
Linda Lindstrom, Board Secretary
Pete Sheehey, County Councilor

Other Attendees:
James Whitehead

3. PUBLIC COMMENT

None.

4. BUSINESS

A. [9421-17](#) Approval of Minutes from the April 13, 2017 meeting

Presenters: Melanee Hand

Attachments: [April 13, 2017 minutes](#)

A motion was made by Member Harris, seconded by Member Nakhleh, that the Minutes be approved as presented. The motion was passed by a unanimous vote of 5-0.

I move that the Board approve the attached Minutes

B. [9456-17](#) Subcommittee Applications

Presenters: Melanee Hand

Attachments: [A - Jonathan Creel \(OSAS\)](#)
[B - Robert Wells \(OSAS\)](#)
[C - Joan Schultz \(OSAS\)](#)

Member Hand asked Member Nakhleh if she had any additional background on

the candidates. Member Nakhleh felt all of them were strong, but Jonathan [Creel] & Robert [Wells] have a background in government, which the Open Space subcommittee discussed would be a benefit during their last meeting.

Paul Cook motioned to move down the list to solicit votes. Member Hand seconded that motion. Passed by unanimous vote of 5-0.

Member Hand asked if there was any discussion on Jonathan Creel. Member Nakhleh mentioned that Eric [Peterson] has worked with Mr. Creel in the past. Member Hand asked for a show of hands for those in favor of Jonathan Creel. Mr. Creel's application passed by a vote of 3-2. With a majority vote, no further action was taken on the remaining applicants.

Member Pesenson arrived after vote.

I move that the Board approve the following Subcommittee Applications

C. [9458-17](#) Manhattan National Historic Project Update

Presenters: John Russell

Chris Wilson, on behalf of John Russell who wasn't in attendance, commented that the Manhattan Park National Historic Project groups have been disbanded. No update at this time.

D. [9457-17](#) 2018 Bond Project Update

Presenters: Brian Brogan and Christopher Wilson

Chris Wilson, on behalf of Brian Brogan who wasn't in attendance, discussed the following:

- The County is continuing to provide education and information on the Rec Bond Project at various locations.
- The Bond Project website now has an area for frequently asked questions that have been compiled from public input.
- Reminder that ballots need to be at the Clerk's office no later than 7PM on May 23.

E. [9455-17](#) FY18 Draft Work Plan Update

Presenters: Melanee Hand

Attachments: [A - Work Plan Update](#)

Member Hand and the Board discussed and requested clarification where necessary on the Draft Work Plan Presentation that will be presented to the County Council on June 13th, 2017.

A motion was made by Member Dattelbaum, seconded by Member Pesenson, that the changes to the presentation be approved by the Parks and Recreation Board. The motion was passed by a unanimous vote of 6-0.

Chris Wilson mentioned that the Council has some minor changes for the Board on the FY18 Work Plan which will be included for discussion during the next Parks & Recreation Board meeting on June 8, 2017.

5. STAFF COMMUNICATIONS

A. [9422-17](#) Chairman's Report

Presenters: Melanee Hand

Member Hand reported on the following items:

- Recognition luncheon was held for the Manhattan Project National Historic Park members as Council moves to the Tourism Strategic Planning.
- Member Hand has been reading a variety of input in the media on the Rec Bond, which include positive, negative and different perspectives of the public.
- On June 2nd, she will be submitting the Draft FY18 Work Plan Presentation to Council and on June 13th she will be presenting the Draft FY18 Work Plan to Council.

Member Pesenson mentioned she would be sending a list of tips on how the public can engage with each Board to Chris Wilson for review and to post to the website.

No Action Required

B. [9424-17](#) Parks, Recreation, Open Space Program Report

Presenters: Christopher Wilson

Attachments: [Parks, Recreation, Open Space Program Report](#)

Chris Wilson provided a written report, which is included in the minutes as an attachment. He conveyed that the report is continuing to follow the County Manager's (CMO) Report format. He also mentioned that this weekend the rescheduled adult softball tournament was expecting around 1000 people and that the Eggstravaganza at the Golf Course was well attended.

C. [9423-17](#) Open Space Advisory Subcommittee Report

Presenters: Stephanie Nakhleh

Member Nakhleh handed out a copy of the Open Space Subcommittee Minutes. She mentioned that the subcommittee was happy the Canyon Restoration project was adopted into County budget, but questioned what the approved amount was. Liz Aicher thought it was around \$9,000, but she mentioned clarity is needed as \$9,000 wouldn't be enough. She also expressed concern about the adopted Comprehensive Plan which includes a great deal of support for the Open Space and that the resources needed have not been provided.

D. [9425-17](#) Ice Rink & Recreation Advisory Subcommittee Report

Presenters: Dina Pesenson

Member Pensenson mentioned that no meeting was held this month. No report was given.

E. [9426-17](#) Aquatic Center Advisory Subcommittee Report

Presenters: Paul Cook

In addition to what Chris Wilson mentioned, the subcommittee has been working hard to promote the Bond Project. In addition, the Aquatic Center in general has been doing a lot of swim lessons especially for school programs throughout Northern New Mexico.

F. [9427-17](#) Golf Course Advisory Subcommittee Report

Presenters: Dana Dattelbaum

Dana Dattelbaum provided the following updates from the Subcommittee meeting, held April 19.

- Opening Breakfast was extremely successful and they are planning a Closing Luncheon.
- There have been many events held at the Golf Course, including high school golf events for other counties.
- Los Alamos Woman's Golf Association (LAWGA) held their spring tea. Both Golf Course Manager & Superintendent attended this meeting.
- Golf Course has completed a number of significant improvements, including aeration, tee-markers and out-of-bound stakes.
- Member Dattelbaum has asked the subcommittee to be engaged in the Flow Trail public comment meetings, as it impacts on Golf Course for overflow parking.
- County was going to discuss with Risk Management about putting up a fence & preventing an accidents on hole-10.
- Golf Course will be holding a Rules Clinic for women.
- Jr. Golf program signs around town. Program which makes it less expensive to golf at over 400 courses around the country.

6. PUBLIC COMMENT

James Whitehead, President of the LA Stable Owner's Association expressed disappointed they have missed the opportunity for a horse owners subcommittee for another year. He also stated that horse owners are the only ones that pay a tax and pay attention to the cost of water and manure removal which is divided between licensees. He requested improved communication for the Flow trail meetings, as they seem to only reach certain Facebook groups of which he is not a member.

7. INFORMATIONAL ITEMS

A. [9428-17](#) Council Liaison Report

Presenters: Pete Sheehey

Councilor Sheehey described the Rec Bond discussion as lively within the community. He mentioned that if it does not pass, he will advocate using the 13 million, in which 3 or 4 of the projects could be completed with these funds. If the community does not want to borrow the 20 million dollars, the Parks and Recreation Board will need to seriously look at alternative ways of funding. He also encouraged the Board not to be discouraged, as the projects are well vetted and the County could still bring them within the planned budget.

8. PREVIEW OF NEXT MEETING - June 8, 2017

- Report and update on North Mesa Stables meeting.
- Update on Public Flow Trail meeting held in April and Project next steps.
- RV Storage update & camping availability.
- Tennis Project
- Rec Bond Update discussion on outcome.

9. ADJOURNMENT

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County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Christopher Wilson

Legislative File: 9543-17

Title

Bond Project Update

Body

Update on the Bond Project



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters: Eric Peterson

Legislative File: 9544-17

Title

Flow Trail Project Update Presentation

Body

Eric Peterson will present to the Board

Attachments

A - Los Alamos County Flow Trail Project Update




Los Alamos County Proposed Flow Trail

Parks, Recreation and Open Space



What is a Flow Trail?

Definition and Criteria

- 
- Flow Trails take mountain bikers on a terrain-induced roller coaster experience, with little pedaling and braking necessary. This style of trail typically contains features like banked turns, rolling terrain, various types of jumps, and consistent and predictable surfaces. Conspicuously absent are abrupt corners or unforeseen obstacles. As a rider carves back and forth, and up and down, he or she develops a rhythm and *flows* down the trail.
 - Characteristics of a flow trail include, Synergy with landscape, Opposition to user forces, Conservation of momentum and Leading the user forward.
 - Other guidelines for a Flow trail include, accessibility , forgiveness and consistency.



Proposed Bayo Canyon Alternative

Corridor- Bayo Canyon Trailhead to NM 502 "Y"





Bayo Canyon Alternative

Pros	Cons
<ul style="list-style-type: none">• The possible addition of a flow trail provides for unique and specific uses• The Bayo canyon alternative includes improved access with Bayo Canyon road• Upper & lower section are more sustainable• Provides pick-up/ drop off locations• Provides networking for other routes and connections	<ul style="list-style-type: none">• Possible user conflict- tent rocks extension (Equestrian and hiker interactions)• Middle section presents terrain issue including steep side slope and large rock gardens• Possible Cultural and Endangered Species Habitat impacts• Possible viewshed disruption• Bayo Canyon Firing Range- Legacy Site evaluation

Public Comment

- Comments were made about concerns in Bayo Canyon due to a number of reasons, the most often asked were:
 - Parking and access
 - Low traffic and quietness
 - Historic and cultural sites
- Comments were made about concerns of adding a flow trail given its unique and specific use and concerns of overall trail maintenance levels to existing trails.
- Comments were made about the possibility of user conflicts and the safety of hikers and equestrian users.
- Comments were also made about the viability of a flow trail in White Rock Canyon
 - According to IMBA's Flow Trail criteria White Rock Canyon does not fulfill the characteristics of a flow trail.
- Staff is in the process of investigating and following up on these comments in relationship to the ongoing family friendly flow trail project.



Next Steps...

- Trail layout and flagging is complete
- Cultural and Endangered Species evaluation in process
- Pictures of proposed trail route (Drone Flights be scheduled)
- Open Space Subcommittee Meeting updates ongoing
- Parks and Recreation Board proposed flow trail project updates
- Additional Public meetings to address flow trail project questions
- Tentative timeline/schedule



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.

Index (Council Goals):

Presenters: Christopher Wilson

Legislative File: 9546-17

Title

Review and discussion of the North Mesa Stables Management in regards to neighbor complaints.

Recommended Action

I move that the Board accept the staff report as presented and that no further testing be done as we are in compliance with health codes, environmental standards and our own County requirements.

Body

A recent concern expressed from several neighbors near the stables initiated additional investigation by the County staff into these concerns. A meeting was organized to include the neighbors, Los Alamos Stable Owners Association members, stable licensees, and Los Alamos County staff.

Although the meeting was planned to be a walking/talking format, inclement weather moved the meeting from the stables to the Aquatic Center Classroom. The agenda covered a welcome, discussed land dedication, Wildland/Urban Interface fire mitigation, health and vigor of vegetative overstory and understory, water as related to run-off, possible well contamination, well locations, safety precautions and water quality testing regimes. Site drainage was also discussed as the County is finalizing an extensive project in this area. Soil reports were reviewed for samples taken in Overlook Park for fertilization needs and a series of three samples taken at the North Mesa Stables area which included an off-site control sample, an exterior lot sample and an interior lot sample. The established rules and regulation for the stables operations and management was also touched on. Finally, the Vision Plan that was jointly developed between the stable licensees and the County was briefly discussed. We established a parking lot for topics needing further discussion that were off-topic yet related.

The U.S. of America, through the Secretary of interior, conveyed 294.663 acres of land together with all improvements and appurtenances to the Incorporated County of Los Alamos, New Mexico, under a quit claim deed dated October 31, 1972 and filed for record in the Los Alamos County Records on October 31, 1972. The County, in its application dated September 18, 1972 to the Department of the Interior, Bureau of Outdoor Recreation, state that a portion of the conveyed land would be utilized as a County Recreation Area that would include stables and corrals for use by horse owners. The North Mesa Stable facility's heritage and history is established via this documentation.

Ramon Garcia, LAFD, Wildland Fire Chief reviewed the fire break and thinning that will be conducted by his staff this year. The extensive growth of vegetation will require access along the backside of the lots along the Northside of the stables. This will assist in fire mitigation by reducing fuels and improving access to the area.

Carlos Valdez, County Program Director/Ext. 4-H Agent with the New Mexico State University: Los Alamos County Extension Office, had been to the site and reviewed vegetative health and vigor in this same area and stated the vegetation is vigorous and healthy. He concluded that the dead grass concern was not related to stable run-off or contaminated soil yet was cheat grass moving through its usual growing cycle. In addition, the dead trees were insect and disease related and again part of the natural processes.

Wayne Witten (Utilities Water Production Superintendent) with Department of Public Utilities was very helpful in addressing water quality, well location and safe guards from surface water contamination. The closest well is 2 miles from the stables, is over 600' deep and is protected at well heads with concrete. He also described the water quality testing both at a local and state level. He finished by letting the group know how dedicated staff is to maintaining the highest water quality standards.

An extensive drainage project has been underway at the stable for the last year with final elements being done this construction season at Brewer Arena. Offsite drainage is a concern and the plan addresses how runoff moves through the site.

Jeff Humpton, Parks Superintendent, had pulled soil samples and with the assistance of the Extension Office had forwarded them to Colorado State University for testing. Presently we don't have a comparable testing facility in New Mexico. The attached site map for the stable samples, associated test reports along with the County Park sample, are attached for your information.

Notice how close the test results are and that the comments section points out that although the PH and salts are very high within the stable lot sample the Soil Absorption Ratio (SAR) value is moderate indicating that there is sodium in the soil, but not enough sodium to make the soil "sodic". Although extensive sampling was not done over the entire area we can draw the conclusion that the test results from these samples show that the areas are within safe parameters.

Staff reviewed the Stable Rules and Regulations that guide the administration, management and licensee practices. The annual inspection process was explained as was the renewal and tiered fee requirements for individuals holding valid licenses. This collaborative effort continues to improve the health, safety and facilities within the North Mesa Stables area. The discussion addressed maintenance concerns, smell, flies and the best management practices in place at this time. Our final agenda item was explaining future planning for the North Mesa Stables as contained in the Vision Plan. The joint efforts of the County staff and Stable Licensee will bring this plan forward as annual planning focuses on improvements both physical and administratively.

On-going discussions and conversations between the neighbors and the County in regard to its management of the North Mesa Stable facility should be encouraged in an effort to be good neighbors. In addition, equestrian trail improvements need to be explored to provide a safe alternative to riding on sidewalks. Fly predator options should also be discussed and implemented by Licensees to help with this concern.

Alternatives

Given the land dedication, alternatives would be limited to changes within the Rules an Regulations and the administration of these changes.

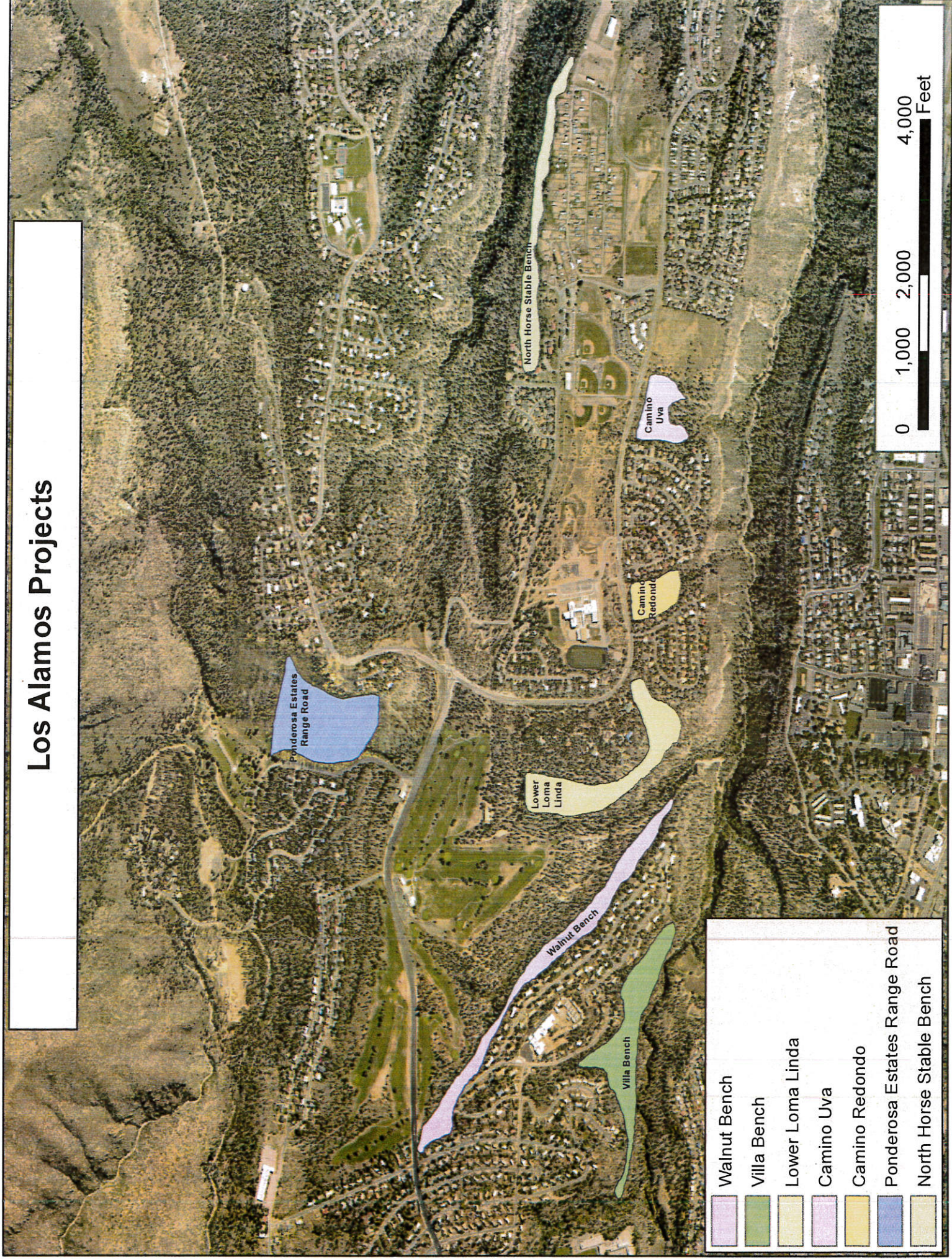
Attachments

A - Los Alamos Projects

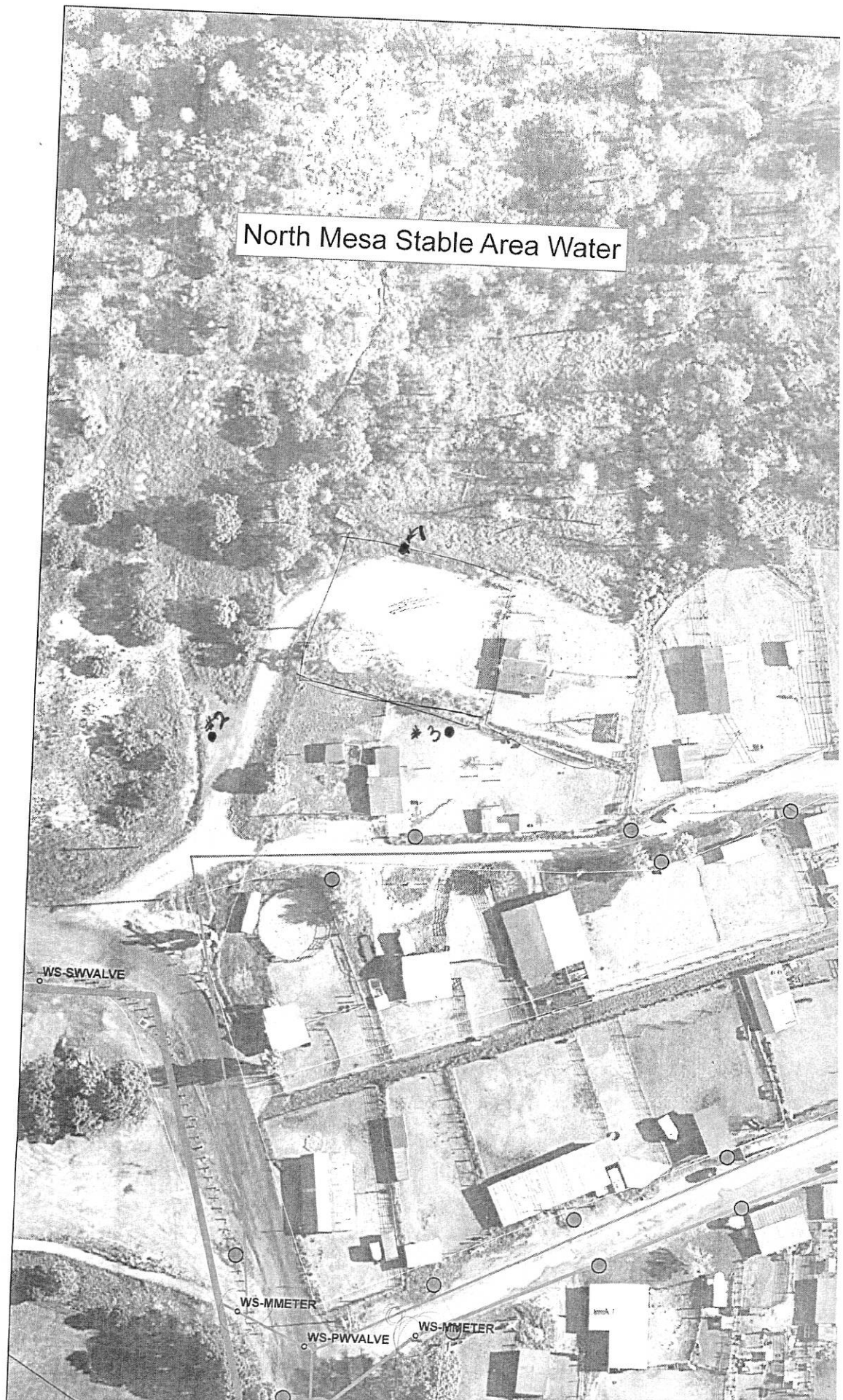
B - North Mesa Stable Area Water

C - North Mesa Stables Agricultural Test Report
D - Overlook Park Agricultural Test Report

Los Alamos Projects



North Mesa Stable Area Water



Los Alamos County Parks
101 Camino Entrada Bldg #5



SOIL, WATER & PLANT TESTING LABORATORY
FORT COLLINS, COLORADO 80523-1120
Phone 970-491-5061 Fax 970-491-2930



3

12/12/2016

12/16/2016

Los Alamos/NM

ROUTINE SOIL TEST RESULTS

[illegible]

I.D. FIELD INFORMATION

[illegible]

F307b	#2 stables	dryland	native grasses	2T/A			0	40	0	0	0	0	0	0	N/A
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F308c	#3 stables		dryland	native grasses	2T/A			0	0	0	0	0	0	0	N/A
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[illegible][illegible][illegible]

The 2T/A yield goal estimate provides a framework for making the nitrogen recommendation. Native grass yield will depend on annual rainfall for germination and growth. If moisture is limited, then growth and yield may be reduced.

The pH and salts are very high in sample #3 stables. Plant growth may be severely reduced. The SAR value is moderate indicating that there is sodium in the soil, but not enough sodium to make the soil sodic.

Soil Test Report



Colorado State University
Soil, Water and Plant Testing Laboratory
Room A319, NESB
Phone: 970-491-5061 / Fax: 970-491-293

Lab ID Number: H889a

Sample ID: #1

Company Name: Los Alamos County Parks

Contact Name: Jeff Humpton

Phone: (505) 690-3728 Ext:

Email Address: jeff.humpton@lacnm.us

Client Type: Government/School

Current Plant Type: Established Turfgrass

Proposed Plant Type: Established Turfgrass

Current Irrigation: sprinkler

Current Amendments: fertilizer in spring

Report Date: 12/20/2016

Invoice #:

Street Address: 101 Camino Eutrada Bldg 5

City: Los Alamos

County: Las Alamos

State: NM

Zip: 81544

Date Rcvd: 12/12/2016

Date Tested: 12/14/2016

Test Performed By: JS TD TCP

pH: 7.6

pH is High. pH 6 to 7.2 is the preferred pH range for growth of most plants, but most plants tolerate this higher pH with little problem.

Electrical Conductivity or Salts: 2.4 mmhos/cm

Slightly saline (E.C. = 2 to 4): salt sensitive plants can be affected. (e.g. carrot, green bean, onion, pea, radish, raspberry, strawberry). Avoid adding manure or animal-based compost since these often contain high levels of salt and will make the salinity problem worse. Leaching is the only practical way to remove excess salts. Add 6 inches of high-quality water (low in salts) to leach about 1/2 of the salt and lower soil E.C. to less than 2.0.

Lime: Very High

Very High: Lime is greater than 5%. Plants can still grow quite well in soil with this lime content.

Texture Estimate: Clay

This soil may drain at a very low rate. Watering schedules may have to be increased to allow for better water infiltration into the soil profile.

Sodium Absorption Ratio: 6.2

Low: Sodium is not a problem.

Organic Material: 3.7 % Plant Type: Established Turfgrass

Organic Matter is High; No additional organic matter is needed.

Nitrate: 36.8 ppm

For this nitrogen level, add nitrogen in 2-3 applications at a rate of 0.5-1 lb. N per 1000 sq.ft. in May to mid June, mid August to mid September and early October to early November. For each 1 lb of N needed, apply 2 lb urea, or 5 lb ammonium sulfate, or 3 3/4 lb (27-3-4) lawn fertilizer, or 8 lb bloodmeal, or 11 lb corn gluten meal, or 50 lb alfalfa meal/pellets, per 1000 sq.ft. For N rates per 100 sq.ft. divide the N applications by 10.



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: D.

Index (Council Goals):

Presenters: Melanee Hand

Legislative File: 9545-17

Title

FY18 Work Plan

Body

Melanee Hand will present item to the Board

Recommended Action

I move that the Board accept Council changes and adopt the FY18 Draft Work Plan

Attachments

A - FY18 Work Plan w/ Council Changes



FY18 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2018: July 1, 2017 – June 30, 2018)

Board and Commission Name: Parks and Recreation Board

Date prepared: January 12, 2017 - Approved by Council: _____

Prepared by: Christopher Wilson

**This work plan will be accomplished in the following time frame: from July 1, 2017
to June 30, 2018**

Chairperson: Melanee Hand - Term: November 30, 2017

Members and terms:

Melanee Hand	12-01-2015 – 11-30-2017
Paul Cook	12-01-2015 – 11-30-2017
John Russell	12-01-2015 – 11-30-2017
Stephanie Nakhleh	12-01-2016 – 11-30-2018
Robbie Harris	12-01-2016 – 11-30-2018
Dana Dattelbaum	12-01-2016 – 11-30-2018
Dina Pensenson	12-01-2016 – 11-30-2018

Department Director: Brian Brogan

Work plan developed in collaboration with Department Director? Yes

Staff Liaison: Christopher Wilson

Administrative Support provided by: Linda Lindstrom

Council Liaison: Pete Sheehey – Reviewed by Council Liaison? Yes

1.0 Provide a brief Summary of your Board or Commission’s activities over the past twelve months. Please describe your Board or Commission’s accomplishments and identify constraints. List any “lessons learned” and identify the greatest challenges faced by the Board or Commission.

Supported the Parks and Recreation Board’s (PRB) FY17 Work Plan that is linked to Council goals and priorities for the support of new and existing recreation facilities, activities, and Open Space in Los Alamos County (LAC).

- Supported Council’s CIP/Bond process, CIP/Bond Decisions for Parks and Recreation facilities.
- Revised and updated PRB subcommittee charters for expanded missions and broader areas of recreational facilities and needs.
- Received updates on the LAC Reservoir.
- Reviewed and made recommendations for future North Mesa Stable License Fees and rate structuring.
- Outdoor gym equipment enhancement to East Park area.

Supported Los Alamos County Comprehensive Plan update, including Open Space Plan recommendations.

Updating the Ashley Pond/Mesa Public Library Park Master Plan and Park Assessment from December 2007.

Identified needed/anticipated interfaces with other Boards and Commissions for the achievement of common goals.

- Manhattan Project National Historic Park special committees for amenities, way finding, and other National Parks.
- Reviewed the proposed new exterior signage for the Museum Campus.
- Discussed existing and potential future improvements in camping, RV use, and RV storage facilities in Los Alamos County.

Identified the needs and efforts for public involvement and informing the public.

- Support Council’s lead for public input and involvement on proposed CIP/Bond projects, including involvement in Focus Groups, Listening Sessions, Dekker/Perrich/Sabatini updates.
- Review and discussion of the Integrated Pest Management Plan for Parks and Open Space Programs.
- Review and discussion of the 2016 Community Wildfire Protection Plan.

Accomplishments:

County Council voted “yes” in December for a \$20M CIP/Bond Project that includes a multi-generational pool addition, splash pad, ball field improvements, new multi-use recreation facility including an indoor ice-rink and golf course improvements. The PRB

had a role with idea-sharing, review, public input, throughout the year to support Council's efforts to inform the public about these projects.

Manhattan Project subcommittee participation - Main Gate Park support, signage, amenities

Canyon Trail Phase II completion

Community Wildfire Plan adoption/update

Public input for recreation projects and parks.

Support for Pickle Ball integration with existing tennis courts.

Constraints:

Navigating communication and coordination with Board members, subcommittees, Council, the public, and other Boards and Commissions.

Formal Process and associated time to conduct BCC Rules. How can we boost creativity, output, and input while respecting formal systems?

Inter-organizational coordination for Pajarito Mountain ski hill improvements.

Lessons-Learned

Aligning subcommittees with the Bond Projects while focusing on a broader spectrum of public interests for our common purpose through education and outreach.

Consider the use of ad-hoc committees or work sessions for the PRB for brainstorming, and less restrictive communication processes/timing.

Division of roles and responsibilities between PRB and operational activities of the Parks, Recreation and Open Space Division.

Greatest Challenges

Revitalization of the PRB Subcommittees, including renewed focus on modified and expanded areas of the charter that support the Recreation CIP/Bond and initiatives.

Recruitment for the subcommittees and the PRB.

Need for Increased involvement with County Council to support recreation needs and associated marketing.

Marketing/promoting the CIP/Bond Projects to benefit the entire community; Education campaign, integrating and involving the subcommittees with subcontracted work and facilitation of focus groups.

Decreasing budgets for Parks, Recreation and Open Space over the past decade.

2.0 Describe the future work plans for this Board or Commission using the following items and showing the relationship to those items: *(Please remember that Council approval of this work plan does not constitute official Council approval of proposed projects, assignments, or anticipated recommendations included in this work plan that have budget implications.)*

2.1 List any special projects or assignments given to this Board or Commission by Council or the Department director:

Participate as needed and requested in support of the Council's CIP/Bond next steps process especially in regard to CIP/Bond decisions related to recreation facilities. Participate in the project scoping process of individual recreation initiatives.

Pursue a solution for the tennis community via a public process that assesses the County's current courts, reviews workable locations, addresses capacity gaps while including recommendations for management and future use of existing tennis courts in the county.

Participate as needed and requested by the Council or Community Services Department Director in the implementation of the updated Ashley Pond Master Plan, and the Comprehensive Plan follow-on items.

Review and recommend modifications to the County Recreation User Fee Policy with consideration of how user fees impact citizen usage of County Parks and Recreation facilities.

Meet with Community Services Department Director and other LAC Board and Commission Chairs as requested for discussion and information sharing.

Participate as needed and requested to support the Tourism Strategic Planning effort

2.2 List the guiding documents/plans (with approval or revision dates listed) used by this Board or Commission.

Parks Master Plan – Updated 2007
Parks Integrated Maintenance Plan – 2010
Recreation User Fee Policy – 1998
Recreation Needs Assessment – 2004
Open Space Management Plan – 2015
Community Wildfire Protection Plan – 2016
Canyon Rim Trail Master Plan – 2011
Comprehensive Plan – 2016
Trails Management Planning Documents – 2009

2.3 Other projects/assignments proposed by the Board or Commission: *(Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.)*

Support the Open Space Management Plan and the Community Wildfire Protection Plan next steps.

Support the Manhattan Project National Historic Park, other national park activities and past recommendations to the Board that would be used by visitors, including camping improvements to Main Gate Park and Camp May.

Support a Pilot Canyon Restoration Project that will serve as a demonstration site for ongoing rehabilitation work.

Support Council and the Historical Society Board in the implementation of a way finding program and signage plan for the campus area and associated parks.

Visit Los Alamos Reservoir and make recommendations regarding public use once the road improvement/stabilization project concludes.

Work with subcommittees and receive reports and updates on assigned tasks and projects.

Support the long-term success of Pajarito Mountain for year round use and activities including its sustainable management.

Meet in the field with and invite more groups and individuals to the Parks and Recreation Board meetings to outline their programs, interests, current challenges and suggested solutions to strengthen the Board's connections with the community that uses the parks, recreation programs and facilities.

Explore the creation of a new facilities ad hoc working group or PRB work sessions to discuss Parks Master Plan updates and other park needs.

3.0 Identify any interfaces for the goals/tasks in this work plan with County Departments and other Boards and Commissions. Specify the coordination required.

To effectively address the goals and tasks outlined the Board will incorporate input from the listed Boards and Commissions. The integration of these diverse perspectives will produce collaborative project outcomes. The Museum Campus Wayfinding Project and the Ashley Pond Master Plan implementation are good examples of the type of interfaces needed between the listed Boards and Commissions.

Community Development Department

Library Board

Art in Public Places Board

Lodgers' Tax Advisory Board

Fuller Lodge Historic Districts Advisory Board

Public Works Department

Fire Department

Police Department

Parks, Recreation and Open Space Division

Library Division

Environmental Sustainability Board

Transportation Board

Manhattan Project National Historic Park Project Committee

Historical Society Board

Planning & Zoning Commission

Board of Public Utilities

4.0 List any special public information or involvement meetings or efforts to be conducted by this Board or Commission:

County acquisition of Pajarito Mountain, Comprehensive Plan follow-on, implementation of the updated Ashley Pond Master Plan, Los Alamos Reservoir projects, camping enhancements, pilot canyon restoration plan, and CIP/Bond recreation facility initiatives will require public information and involvement meetings.

5.0 List the current subcommittees for this Board or Commission.

**5.1 For subcommittees with members that are not members of the parent board or commission:
List the subcommittee members and their terms.
Explain how sub-committee members are selected or appointed.
Provide a description of each subcommittee's charter or purpose.
Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:**

Aquatic Center Advisory Subcommittee

1. List of Members and Terms (Attachment A).
2. Description of Purpose and Guidelines (Attachment E).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. ACAS Work Plan
 - A. Support associated CIP/Bond projects for a splash pad and a multi-generational pool.
 - B. Review Aquatic Center programs and facility and submit recommendations for improvement.
 - C. Gather public input on Aquatic Center programs and facility.
 - D. Promote maximum utilization of the Aquatic Center programs and facility.
 - E. Participate as needed and as requested in support of the Council's CIP/Bond next steps.
5. Coordinate a meeting annually with the outdoor pools.

Ice Rink and Recreation Advisory Subcommittee

1. List of Members and Terms (Attachment B).
2. Description of Purpose and Guidelines (Attachment F).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. IRRAS Work Plan
 - A. Support associated CIP/Bond projects for a recreation center including indoor ice arena and other recreation projects including ball field improvements.
 - B. Review Ice Rink and Recreation programs and facility and submit recommendations for improvement.
 - C. Gather public input on Ice Rink and Recreation programs and facility.

- D. Promote maximum utilization of the Ice Rink and Recreation programs and facility.
- E. Participate as needed and as requested in support of the Council's CIP/Bond next steps.

Golf Course Advisory Subcommittee

- 1. List of Members and Terms (Attachment C).
- 2. Description of Purpose and Guidelines (Attachment G).
- 3. This subcommittee is expected to exist for one year with annual reevaluation.
- 4. GCAS Work Plan
 - A. Support associated CIP/Bond project for golf course improvement.
 - B. Review Golf Course programs and facility and submit recommendations for improvement.
 - C. Gather public input on Golf Course programs and facility.
 - D. Promote maximum utilization of the Golf Course programs and facility.
 - E. Participate as needed and as requested in support of the Council's CIP/Bond next steps.

Open Space Advisory Subcommittee

- 1. List of Members and Terms (Attachment D).
- 2. Description of Purpose and Guidelines (Attachment H).
- 3. This subcommittee is expected to exist for one year with annual reevaluation.
- 4. OSAS Work Plan
 - A. Review Open Space functions and facilities and submit recommendations for improvement.
 - B. Gather public input on Open Space functions and facility.
 - C. Promote maximum utilization of the Open Space functions and facilities.
 - D. Participate as needed and as requested in support of the Council's CIP/Bond next steps.

When a vacancy or upcoming vacancy on a sub-committee is determined the following shall occur:

- 1) A verbal or written notification will be given to current members who are eligible for reappointment to submit their intention to be reappointed. A new application is not required unless applicants choose to update it.
- 2) Parks, Recreation and Open Space staff shall send a public service announcement (PSA) informing the community of the vacancy.
- 3) New applications will be taken at the Parks, Recreation and Open Space Division Office and given to specific subcommittees.
- 4) Recommendations along with copies of all applications shall be submitted to PRB for discussion and appointment.
- 5) Letter informing all applicants of the appointment shall be mailed.
- 6) If there is more than one applicant for a position on a subcommittee, an interview process should be followed. The interviews should be conducted by the Parks and Recreation Board members with recommendations (as to the applicants) from the subcommittee

members. This will allow for diversity and eliminate the self-perpetuating selection by the subcommittee of its members.

The need for advisory subcommittees of the Parks and Recreation Board is evaluated and approved annually by the board on interest by the public in the various operations of the Parks, Recreation and Open Space Division. Subcommittees may be eliminated, added or reconfigured as the need arises, following the procedures identified in the BCC Procedural Rules. Currently, there are four subcommittees – Aquatic Advisory Subcommittee, Golf Course Advisory Subcommittee, Ice Rink/Recreation Advisory Subcommittee and Open Space Advisory Subcommittee. Even though some of these subcommittees are long term in their function, their existence is based on the annual review by the Board. Due to the potential short life of all or any one subcommittee, the Parks and Recreation Board has approved the appointments from interested citizens on an as needed basis. New subcommittees created by the Board and approved by County Council have members on the subcommittees that are approved by the Board.

Current PRB Subcommittee Members as of 12/31/2016

All First terms will start at the first schedule meeting following the date of appointment by PRB.

All Second terms will start two years from the date of their first appointment.

ACAS (Aquatic Center Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.	Name & Address	Elig Y/N
Dec-14	Jan-14	Dec-16	Jan-16	Dec-18	Irene Powell	Yes
Oct-14	Nov-14	Oct-16	Nov-16	Oct-18	William W. Dai	Yes
Apr-16	May-16	Apr-18			Cathy Walters	Yes
Feb-17	Mar-17	Feb-18			Shelby Redondo	Yes

Paul Cook (PRB Liaison)

Denise McCoy, Aquatic Manager – Staff Liaison
 505-662-8170
denise.mccoy@lacm.us

Subcommittee meets 1st Tuesday of each month unless it falls on the 1st then it is moved to the 2nd week at Aquatic Center Training Room at 12:00 Noon

IRRAS (Ice Rink & Recreation Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Appointed Date	1st Term Beg	1st Term Exp.	2nd Term Beg	2nd Term Exp.	Name Address	Elig Y/N
Aug-16	Sept-16	Aug-18			Darren Meadows	Yes
Sept-16	Oct-16	Sept-16			Rachel Adler	Yes
					Vacant	
					Vacant	
					Dina Pesenson (PRB Liaison)	
					Dianne Marquez, Recreation Program Manager – Staff Liaison 505-662-8173 dianne.marquez@lacnm.us	

Subcommittee meets 1st Thursday of each month at the Aquatic Center Training Room at 5:30 p.m.

GCAS (Golf Course Advisory Subcommittee) 5 Members 2 LAGA, 1 PRB Liaison & 2 Citizens at Large – All Voting

Appointed Date	1 st Term Beg	1 st Term Exp	2 nd Term Beg	2 nd Term Exp.	Name & Address	Elig Y/N
Oct-16	Nov-16	Oct-18			Laura Glascock	Yes
Nov-16	Dec-16	Nov-18			Jason Cox	Yes
Nov-16	Dec-16	Nov-18			Laura Hamilton	Yes
May-16	Jun-16	May-18			Tony Fox	Yes

Dana Dattelbaum (PRB Liaison)

Sam Logan, Golf Course Manager - Staff Liaison
 505-662-8139
donald.torres@lacnm.us

Matthew Allen, GC Superintendent
 505-662-8103
matthew.allen@lacnm.us

Subcommittee meets 3rd Wednesday of each month at the Golf Course at 7:30 a.m.

OSAS (Open Space Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.	Name Address	Elig Y/N
Dec-16	Jan-17	Dec-18			Liz Aicher	Yes
Jul-14	Aug-14	Jul-16	Dec-16	Nov-18	Kevin Holsapple	Yes
Feb-15	March-15	Feb-17			John Hogan	Yes
Nov-13	Dec-13	Nov-15	Dec-16	Nov-17	Mike Prime	Yes

Stephanie Nakhleh (PRB Liaison)

Eric Peterson, Open Space Specialist
 505-662-8173
christopher.wilson@lacnm.us

Subcommittee meets the second Tuesday of each month at the Aquatic Center Training Room at 11:45 a.m.

**Los Alamos County
PARKS AND RECREATION BOARD
Aquatic Center Advisory Subcommittee**

GUIDELINES

PURPOSE

The purpose of the Aquatic Center Advisory Subcommittee (ACAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to the Larry R. Walkup Aquatic Center. The ACAS shall be established on a year-to-year basis upon affirmative vote of the Board and approval by Council.

The duties and responsibilities of ACAS are:

1. Provide a forum for discussion of aquatic policies and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current aquatic programs in the County to determine additional needs and submit recommendations pertaining to aquatic center programs, guidelines, policies or user fees to the Board.
3. Review and comment on the long range plan for the operation and development of the Larry R. Walkup Aquatic Center and serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to aquatic facilities and equipment.
4. With the Aquatic Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested, and using the Board's criteria from Los Alamos County Code Section 8-143 sub-paragraph (5) assist staff in the annual review of the aquatic center usage schedule and inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on the annual recommended user fee schedule for the aquatic facility.
7. Ensure that all findings, recommendations, or action items identified by ACAS are submitted for Board consideration and/or approval.

MEMBERSHIP

ACAS will consist of five-(5) official voting members, four (4) being appointed by the Board and the fifth being a current member of the Board. The Chairperson of the ACAS

shall be elected annually by the voting members of the subcommittee. The County Aquatic Center Manager shall be a non-voting member. The Chairperson of ACAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two-(2) years from the date approved by the Board. No voting member will serve more than two (2) terms in succession. After serving two terms, a former ACAS member must wait one full year before serving again on the ACAS.

Upon expiration of the term of any regular voting member of ACAS, the Board shall appoint or re-appoint a member for a full term; provided that no member shall be re-appointed to more than two (2) successive terms. When any vacancy shall occur on ACAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Administrative Office, 2760 Canyon Road, Los Alamos, NM.

MEETINGS

Meetings may be conducted monthly. The frequency of the ACAS meetings will be set annually by the Board. Additional ACAS meetings may be called as required and approved by the Chairman of the Board.

RECORDS

All ACAS records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County record retention policies.

STAFF LIAISON:

Aquatic Center Manager - 662-8170

**Los Alamos County
PARKS AND RECREATION BOARD
Ice Rink and Recreation Advisory Subcommittee (IRRAS)**

GUIDELINE

PURPOSE:

The purpose of the Ice Rink and Recreation Advisory Subcommittee (IRRAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to the Los Alamos County ice rink facility and general recreation programming. The IRRAS shall be established on a year-to-year basis upon affirmative vote of the Board and approval by Council.

The duties and responsibilities of IRRAS are:

1. Provide a forum for discussion of ice rink and recreation policies and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current ice rink and recreation programs and uses to determine additional needs and submit recommendations pertaining to ice rink and recreation guidelines, policies or user fees to the Board.
3. Review and comment on the long-range plan for the operation and development of the ice rink facility and serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to ice rink and recreation facilities and equipment.
4. With the Recreation Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested, and using the Board's criteria from Los Alamos County Code Section 8-143 sub-paragraph (5), assist staff in the annual review of the ice rink usage schedule and inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on the annual recommended ice rink and recreation fee schedules.
7. Ensure that all findings, recommendations, or action items identified by IRRAS are submitted for Board consideration and/or approval.

MEMBERSHIP

IRRAS will consist of five-(5) official voting members, four (4) being appointed by the Board and the fifth being a current member of the Board. The non-voting member will be

the Recreation Program Manager. The Chairperson of IRRAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two-(2) years from the date approved by the Board. No voting member will serve more than two (2) terms in succession. After serving two terms, a former IRRAS member must wait one full year before serving again on the IRRAS.

Upon expiration of the term of any regular voting member of IRRAS, the Board shall appoint or re-appoint a member for a full term; provided, however, that no member shall be re-appointed to serve more than two (2) successive terms. When any vacancy shall occur on IRRAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Recreation Administrative Office, 2760 Canyon Road, Los Alamos, NM.

MEETINGS

Meetings may be conducted monthly. The frequency of the IRRAS meetings will be set annually by the Board. Additional IRRAS meetings may be called as required and approved by the Chairman of the Board.

RECORDS

All IRRAS records shall be retained by the Recreation Division in accordance with the current Los Alamos County record retention policies.

STAFF LIAISON:

Recreation Program Manager – 662-8173 or 662-4500

**Los Alamos County
PARKS AND RECREATION BOARD
Golf Course Advisory Subcommittee (GCAS)**

GUIDELINES

PURPOSE:

The purpose of the Golf Course Advisory Subcommittee (GCAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to the Los Alamos County Golf Course. The GCAS shall be established on a year-to-year basis upon affirmative vote of the Board and approval by Council.

The duties and responsibilities of GCAS are:

1. Provide a forum for discussion of golf-related policies and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current golf course programs and uses to determine additional needs and submit recommendations pertaining to the golf course programs, guidelines, policies or user fees to the Board.
3. Review and comment on the long-range plan for the operation and development of the golf course and serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to golf facilities and equipment.
4. With the Golf Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested, and using the Board's criteria from Los Alamos County Code Section 8-143 sub-paragraph (5), assist staff in the annual review of the usage schedule and inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on the annual recommended fee schedule for golf facility passes.
7. Ensure that all findings, recommendations, or action items identified by GCAS are submitted for Board consideration and/or approval.

MEMBERSHIP

GSAC will consist of five (5) official voting members; Four being appointed by the Board and the fifth being a current member of the Board. Preferably two voting members, one representing female golfers, will also be members of the Los Alamos Golf Association (LAGA.) The non-voting members will be the Golf Course Manager, the Head Golf

Professional, and the Golf Course Superintendent. The Chairperson of GCAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members shall be no more than two (2) years from the date approved by the Board. The LAGA may be asked to recommend up to two members, for Board approval. No voting member will serve more than two terms in succession. After serving two terms, a former GCAS member must wait one full year before serving again on GCAS

Upon expiration of the term of any voting member of GCAS, the Board shall appoint or re-appoint a member for a full term; provided, however, that no member shall be re-appointed to serve more than two successive terms. When any vacancy shall occur on GCAS for any cause whatsoever, a member shall be appointed by the Parks and Recreation Board to fill the un-expired term caused by such vacancy.

All vacancies or renewals shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Administrative Office, 2760 Canyon Road or the Golf Course, 4250 Diamond Drive, Los Alamos, NM.

MEETINGS

Meetings may be conducted monthly. The frequency of the GCAS meetings will be set annually by the Board. Additional GCAS meetings may be called as required and approved by the Chair of the Board.

RECORDS

All GSAC records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County record retention policies.

STAFF LIAISON

Golf Course Manager – 662-8139
Head Golf Professional – 662-8139
Golf Course Superintendent – 662-8103

**Los Alamos County
PARKS AND RECREATION BOARD
Open Space Advisory Subcommittee (OSAS)**

*Facilities included are those that do not have an on-site manager. In particular this subcommittee is concerned with trails, pathways and open space.

GUIDELINES

PURPOSE

The purpose of the Open Space Advisory Subcommittee (OSAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to Los Alamos County programs and open space resources. The OSAS shall be established on a year-to-year basis upon affirmative action of the Board and approval by Council.

The duties and responsibilities of OSAS are:

1. Provide a forum for discussion of open space issues and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current open space programs and uses to determine additional needs and submit recommendations pertaining to open space programs, guidelines, and policies to the Board.
3. Review and comment on the operation and development of these facilities and programs and to serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to facilities and equipment.
4. With the Open Space Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested, and using the Board's criteria from Los Alamos County Code Section 8-143, sub-paragraph (5), assist staff in the annual review of the usage schedule and inform the Board of the subcommittee's recommendations.
6. Review and comment on the County Trails Management Plans.
 - Make recommendations for additions, deletions and realignments to the County Trail Network.
 - Review and comment on adherence to the County Trail Management Plan.
 - Comment on proposed developments to safeguard preservation of access to the County Trail Network.

- Recommend and document objective criteria for prioritization of trail projects and conduct an annual assessment of a list of prioritized projects.
7. All findings, recommendations, or action items identified by OSAS are to be submitted for Board consideration.

MEMBERSHIP

OSAS will consist of five (5) official voting members; four (4) being appointed by the Board and the fifth member being a current member of the Parks and Recreation Board. The non-voting members will be the Parks, Recreation and Open Space Division Manager, and the Open Space Specialist. The Chairperson of OSAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two (2) years from the date approved by the Board. No voting member shall serve more than two years in succession. After serving two years, a former OSAS member must wait one full year before serving again on the OSAS.

Upon expiration of the term of any regular voting member of OSAS, the Board shall appoint or re-appoint a member for a full term; provided that no member shall be re-appointed to more than two (2) successive full terms. When any vacancy shall occur on OSAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Department Office, 2760 Canyon Road, Los Alamos, New Mexico 87544.

MEETINGS

Meetings will be conducted monthly. The frequency of the OSAS meetings will be reviewed annually by the Board. Additional OSAS meetings may be called as required and approved by the Chair of the Board. .

RECORDS

All OSAS records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County records retention policies.

STAFF LIAISON

Parks, Recreation and Open Space Division Manager – 662-8170
Open Space Specialist – 662-8159

Provide a copy of your Board or Commission's "Purpose" and "Duties and Responsibilities" from Chapter 8 of the County Code:

Purpose:

The Parks and Recreation Board is established to serve as a central point of communication for the parks and recreation interests of the county and as an advisory body to the county council. The October 17, 1977, resolution creating the recreation board for the Incorporated County of Los Alamos is hereby repealed and voided.

Duties and Responsibilities:

The board shall be an advisory board to the Council of the Incorporated County of Los Alamos, and as such shall have the following functions, responsibilities and duties:

1. Review current parks and recreation programs and facilities in the county to determine additional needs, and submit recommendations pertaining to parks and recreation guidelines, policies, facilities, or user fees to the council. For this purpose, the board shall gather public input in ways appropriate to the circumstances, which may include public hearings dedicated to specific topics;
2. Provide and/or gather public input on parks and recreation related long-range plans;
3. Serve in an advisory capacity to the planning and zoning commission for the location, construction, maintenance and funding of parks and recreation facilities; and
4. Review all parks and recreation related matters submitted to the board by council.
5. Within the current county council goals, objectives, and budget, perform the above-mentioned duties using the following criteria:
 - 5.1. Promote maximum utilization of parks, recreation facilities and programs;
 - 5.2. Enhance the quality of the leisure life of all county residents through parks and recreation programs and services;
 - 5.3. Provide to county residents as wide a variety of recreational opportunities as possible, taking into consideration programs other than county offerings.

Using the chart below, place an X in the column on the right if the Council Goal is related to the work of The Park and Recreation Board or Commission:

Mark all that apply

Economic Vitality		
	<u>Economic Vitality:</u>	
	<ul style="list-style-type: none"> • Priority Area – Build the local tourism economy 	X
	<ul style="list-style-type: none"> • Priority Area - Revitalize and eliminate blight in Los Alamos and White Rock 	
	<ul style="list-style-type: none"> • Promote a strong and diverse economic base by encouraging new business growth 	
	<ul style="list-style-type: none"> • Collaborate with Los Alamos National Laboratory as the area's #1 employer 	
	<u>Financial Sustainability</u>	
	<ul style="list-style-type: none"> • Encourage the retention of existing businesses and assist in their opportunities for growth 	
	<ul style="list-style-type: none"> • Support spinoff business opportunities from LANL 	
	<ul style="list-style-type: none"> • Significantly improve the quantity and quality of retail business 	
Quality of Life		
	<u>Housing:</u>	
	<ul style="list-style-type: none"> • Priority Area -- Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate 	
	<ul style="list-style-type: none"> • Priority Area -- Support development of affordable workforce housing 	
	<u>Education:</u>	
	<ul style="list-style-type: none"> • Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation 	
	<ul style="list-style-type: none"> • Partner with Los Alamos Public Schools and the University of New Mexico – Los Alamos; and support, as appropriate, the delivery of their educational services to community standards 	
	<u>Quality Cultural and Recreational Amenities:</u>	
	<ul style="list-style-type: none"> • Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos community 	X
	<u>Environmental Stewardship:</u>	
	<ul style="list-style-type: none"> • Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities 	
	<u>Mobility:</u>	
	<ul style="list-style-type: none"> • Maintain and improve transportation and mobility 	

Quality Governance	
<u>Operational Excellence:</u>	
<ul style="list-style-type: none"> • Priority Area – Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning 	
<ul style="list-style-type: none"> • Priority Area – Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants 	
<ul style="list-style-type: none"> • Maintain quality essential services and supporting infrastructure 	X
<ul style="list-style-type: none"> • Invest in staff development to create a high performing organization 	
<ul style="list-style-type: none"> • Manage commercial growth well following an updated, concise, and consistent comprehensive plan 	
<ul style="list-style-type: none"> • Establish and implement a mechanism for effective Utility policy setting and review 	
<u>Communication:</u>	
<ul style="list-style-type: none"> • Improve transparency in policy setting and implementation 	X
<ul style="list-style-type: none"> • Create a communication process that provides measurable improvement in citizen trust in government 	X
<u>Intergovernmental Relations:</u>	
<ul style="list-style-type: none"> • Strengthen coordination and cooperation between County government, LANL, and the regional and national partners 	
<ul style="list-style-type: none"> • Actively pursue land transfer opportunities 	



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Melanee Hand

Legislative File: 9527-17

Title

Chairman's Report

Body

Melanee Hand will present to the Board



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters: Christopher Wilson

Legislative File: 9528-17

Title

Parks, Recreation, Open Space Program Report

Body

Chris Wilson will present to the Board

Attachments

A - Parks, Recreation, Open Space Program Report

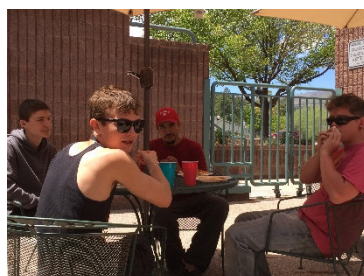
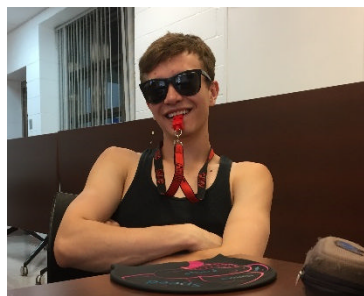


Parks, Recreation, Open Space Division

Aquatics

Scuba Dive Class, 7 students: Jay Elson, our contract scuba instructor, conducted two classes this month - a PADI Open Water Dive class for new students on May 6-7, 2017, and a Rescue Diver Course on May 27, 2017.

Staff In-Service Day: The pool was closed to the public on Saturday, May 13, to allow the Aquatics staff to refresh their lifeguarding skills and review changes to policies and procedures. Lunch included a hotdog and nacho bar on the patio.



4th Grade Elementary School Swim Lessons, 250 students: For the third year, Chamisa, Mountain, Barranca, and Pinon have signed their 4th grade classes up for swim lessons with the Aquatic staff. On Mondays, Tuesdays, Thursdays and Fridays for the entire month of May, the lifeguards were busy instructing kids and making water safety fun. The schools have already told us they plan to return next year with a new batch of students.



Senior Health and Fitness Day (Deep Water Fun & Fitness Class - 24 participants)

Wednesday, May 31st was Senior Health and Fitness Day. We offered several water fitness classes geared at getting golden agers into the water to increase strength and flexibility. It was also a good time to catch up with friends.



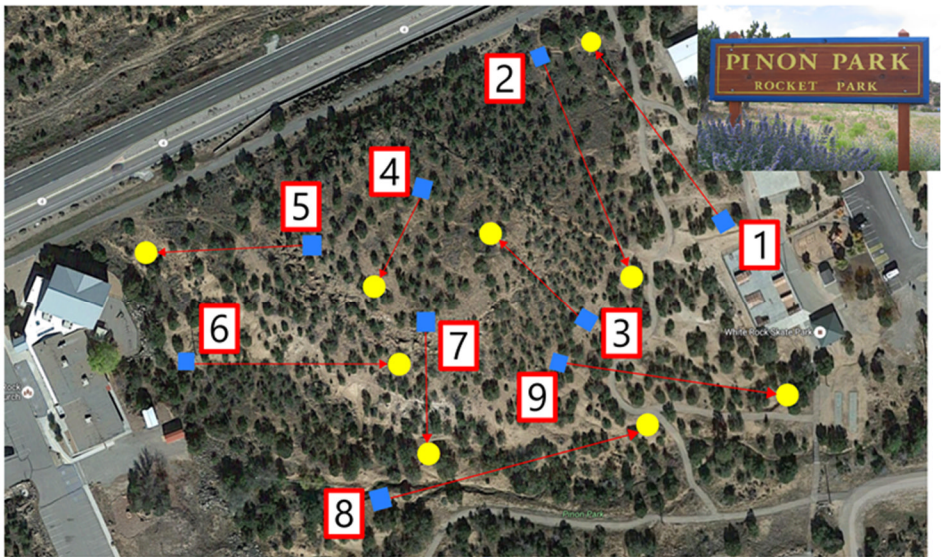
Parks

White Rock Disc Golf Course: 100% completed.

Ready for a Grand Opening to happen soon with an opening day tournament and ribbon cutting. All signage is in as well as concrete tee-pads. The baskets (goals) were installed as part of an Eagle Scout Project. The disc golf course winds through the Pinon Juniper landscape up onto a mesa overlooking Pinon Park and returns to finish the ninth hole near the bridge by the picnic pavilion.



White Rock Disc Golf Course



Open

	1	2	3	4	5	6	7	8	9
HOLE	1	2	3	4	5	6	7	8	9
PAR	3	3	3	2	3	3	3	3	3
DISTANCE	280 ft	315	175	145	270	310	205	350	290

Space

Dog Park and Secondary Trailhead Kiosk: 90% Complete

In collaboration with Parks, Open Space started designing and constructing kiosks for dog parks and secondary trailheads. 8 kiosks have been built and are ready for installation.



Ancestral Pueblo Stabilization Project: 50% Complete

Los Alamos Landscaping has mobilized and began working on sloping the soil to prevent wicking and improve longevity.



Canyon Rim Trail .25 Mile Markers: 5/25/17 - 100% complete

Open Space installed new .25 mile markers along the entire Canyon Rim Trail. The trail is 2.25 miles long!



Golf Course

Cinco de Mayo Tournament

- 52 Players
- Beverage Cart up and running for the first time



Cinco de Mayo



Beverage Cart

Two Charity Events were held in May; both with +/- 40 players

- May 12th; The Mrs. New Mexico to raise funds for Rose Evans representing New Mexico
- May 20th; The Sage Cottage Montessori to raise funds for the local Montessori School



Mrs. New Mexico



Sage Cottage Montessori

Celebrating Mother's Day at The Golf Course - Close to 50 Roses were presented to Mother's that stopped by on Mother's Day



Mother's Day



Mother's Day|

Memorial Day Tournament – Two day event: May 28th / 29th - 56 Players



Memorial Day Shotgun



Memorial Day Scoring

Recreation

Star Wars Day “May the Fourth be With You: Thursday, May 4th

Lord Vader, Princess Leia and Yoda visited several Los Alamos facilities to take photos and interact with community members of all ages. The day wrapped up with a Lego building and costume contest at Ashley Pond.



Star Wars Day
Lunch at the Betty Ehart Senior Center



Star Wars Day
Checking out books at Mesa Public Library



Star Wars Day
On deck at the Aquatic Center



Star Wars Day
Foosball at the Los Alamos Teen Center



Star Wars Day
Costume Contest at Ashley Pond



Star Wars Day
Photo Op with Oppenheimer & Groves

County Fair & Rodeo Queen's Court Competition: Saturday, May 6th

On Saturday, May 6th two participants came out to show their horsemanship and speaking skills at the annual Queen's Court Competition. The 2017 Los Alamos County Rodeo court consists of Sweetheart Carly Hollander and Princess Rebecca Newell.



Bear Awareness Day: Saturday, May 13th

Los Alamos Nature Center, 400 attendees, 66 attendees at the Bear Dinner

Mesa Public Library

Fuller Lodge Art Center, 15 participants for Gummy Bear Scavenger Hunt

Several activities were held all over Los Alamos promoting bear awareness and safety. Crafts, art displays, a bear dinner were just some of the fun events available throughout the day. A big thanks to the Los Alamos Arts Council for lending us the 3-D Chalk Art image that was available for photo ops at the Nature Center.



Los Alamos Arts Council Spring Arts and Crafts Festival: Saturday, May 6th

80 vendors, over 300 visitors

Parks and Recreation staff worked with members of the Los Alamos Arts Council to assist in locating tent set-ups on Fuller Lodge Lawn, permitting questions and general logistics.



May 6 LAAC Arts & Crafts Festival
Photo Courtesy of LA Daily Post



May 6 LAAC Arts & Crafts Festival
Photo Courtesy of LA Daily Post

Bike to Work Day: Friday, May 19th

LANL Morning Commute Attendees: 42

LAC Morning Commute Attendees: 2

Afternoon Community Ride: Cancelled due to snow

This first annual co-coordinated event was interrupted by a snow storm, yet several brave commuters endured the elements to enjoy the morning events. The Bike to Work committee members are looking forward to coordinating another event in 2018 and we appreciate the support of our sponsors including the Central Avenue Starbucks, Los Alamos Heart Council, WalMart and Santa Fe Chain Breakers.



Bike to Work Day
Vint & Brian Braved the Elements



May 19th at 10AM
Bike to Work Day

Los Alamos Kite Festival: Friday, May 19th through Sunday, May 21st

1,000 attendees, 50 vendors and over 400 kites built

It turned into a beautiful weekend for the annual Kite Festival hosted by the Los Alamos Arts Council. PROs staff assisted with logistical details on and off the field to ensure this multi-day event ran smoothly.



2017 Los Alamos Summer Concerts:

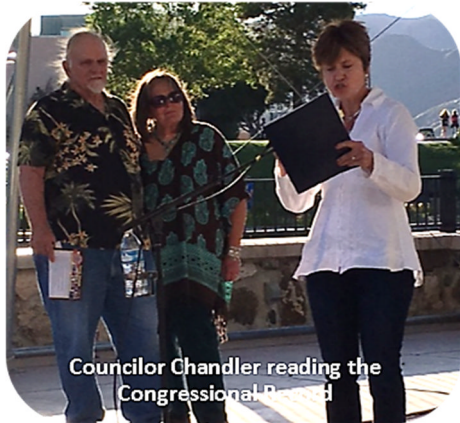
May 19th – 200 to 300 Attendees, No Vendors

May 26th – 700 to 800 Attendees, 12 Vendors

The 2017 Summer Concert series kicked off on Friday, May 19th with a morning snowstorm that moved the concert scheduled for Overlook Park into Fuller Lodge. Fuller Lodge was packed as the Los Alamos Middle School Jazz Band opened for Chuchito Valdéz.



On Friday, May 26th the Summer Concerts kicked-off at Ashley Pond as Councilor Chris Chandler presented Russ Gordon with "The Tribute to Russ Gordon" which U.S. Senator Martin Heinrich placed into the Congressional Record of the 115th Congress of the United States on Wednesday, May 24, 2017.



Councilor Chandler reading the Congressional Record



Russ Receiving the Congressional Record from Councilor Chandler



Russ Kicking Off the Concert with the Deke Dickerson Band

Jemez Mountain Trail Runs: Saturday, May 19th

350+participants, over 150 family or support crews, over 75 volunteers

PROS staff, along with many community volunteers, assisted the JMTR volunteers in event logistics to ensure another quality, well run and safe race. Though this is one of the toughest in regards to elevation and technical challenges; it is well-loved by attendees.

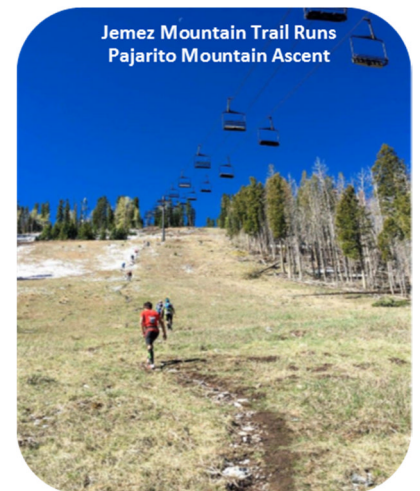
- I just moved to Los Alamos last week and participating in this race made me very optimistic that I am going to enjoy my time in New Mexico!
- A Truly stellar set of events, put on by people with attention to the details who quite obviously care a great deal about making it a great event for all. I intend to come back!



Jemez Mountain Trail Runs
Guaje Ridge



Jemez Mountain Trail Runs
Ascending into the Caldera



Jemez Mountain Trail Runs
Pajarito Mountain Ascent

Los Alamos Derby Dames:

May 20th Home Game, 50 players, 10 volunteers, 70 attendees

May 27th Home Game, 24 players, 10 volunteers, 80 attendees

The May 20th bout was a double header bout against Albuquerque Roller Derby with the Jr. Girls team the “Los Alamos Cherry Bombs” in the first bout and the M’atom Bombs wrapping up the event. The May 27th bout hosted Las Santos of Crossroads City Derby from Las Cruces.



100 Days of Summer Kick-Off Event: Friday, May 26th

#100AHAMoments

Get Out. Get Active

It was a little windy, yet was a beautiful evening at Ashely Pond to enjoy music and promote the 100 Days of Summer. Over 100 brochures, rack cards, pins and stickers were handed out to people who are excited to participate.





County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.

Index (Council Goals):

Presenters: Stephanie Nakhleh

Legislative File: 9529-17

Title

Open Space Advisory Subcommittee Report

Body

Member Nakhleh will present to the Board



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: D.

Index (Council Goals):

Presenters: Paul Cook

Legislative File: 9531-17

Title

Aquatic Center Advisory Subcommittee Report

Body

Member Cook will present report to the Board



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: E.

Index (Council Goals):

Presenters: Dina Pesenson

Legislative File: 9530-17

Title

Ice Rink & Recreation Advisory Subcommittee Report

Body

Member Pesenson will present report to the Board



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: F.

Index (Council Goals):

Presenters: Dana Dattelbaum

Legislative File: 9532-17

Title

Golf Course Advisory Subcommittee Report

Body

Member Dattelbaum will present report to the Board



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Pete Sheehey

Legislative File: 9533-17

Title

Council Liaison Report

Body

Councilor Sheehey will present report to the Board



County of Los Alamos

Staff Report

June 08, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Melanee Hand

Legislative File: 9534-17

Title

Action Items for Next Month

Body

Melanee Hand will present to the Board.