



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## BCC Agenda

### Parks and Recreation Board

*Stephanie Nakhleh, Chair; Dana Dattalbaum, Vice-Chair; Robbie Harris; Dina Pesenson; Ramiro Pereyra; Donald Ulrich; and Dianne Wilburn, Members*

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Thursday, April 12, 2018

5:30 PM

1000 Central Avenue  
Room 110

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#### 1. CALL TO ORDER

- A. [10615-18](#) Approval of Minutes from the March 8, 2018 meeting

**Recommendation:** I move that the Board approve the attached minutes

**Presenters:** Stephanie Nakhleh

**Attachments:** [A - March 8, 2018 Minutes](#)

#### 2. 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.*

#### 3. BUSINESS

- A. **10616-18** New Board Member Introductions

**Presenters:** Christopher Wilson

- B. **10677-18** Subcommittee Liaisons

**Recommendation:** Approval of Subcommittee Reevaluation, Roles, and Liaison Appointments

**Presenters:** Stephanie Nakhleh

- C. [10664-18](#) "Flow Trail" Project Update

**Presenters:** Eric Peterson

- D. [10617-18](#) CIP Projects Update

**Presenters:** Christopher Wilson

- E. [10670-18](#) Discussion Regarding Modification of Overlook Ballfield Paint Colors

**Presenters:** Christopher Wilson

**Attachments:** [A - Overlook Park Colors and Windscreen Example](#)

#### 4. STAFF COMMUNICATIONS

**A.     [10619-18](#)         Parks, Recreation, Open Space Program Report****Presenters:**         Christopher Wilson**Attachments:**       [A - PROS Program Report](#)**B.     [10623-18](#)         Open Space Advisory Subcommittee Report****Presenters:**         Stephanie Nakhleh**C.     [10620-18](#)         Aquatic Center Advisory Subcommittee Report****Presenters:**         Christopher Wilson**D.     [10621-18](#)         Ice Rink & Recreation Advisory Subcommittee Report****Presenters:**         Dina Pesenson**E.     [10622-18](#)         Golf Course Advisory Subcommittee Report****Presenters:**         Dana Dattelbaum**5. PUBLIC COMMENT****6. INFORMATIONAL ITEMS****A.     [10624-18](#)         Council Liaison Report****Presenters:**         Pete Sheehey**7. PREVIEW OF NEXT MEETING - May 10, 2018****8. 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

April 12, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** A.

**Index (Council Goals):**

**Presenters:** Stephanie Nakhleh

**Legislative File:** 10615-18

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### **Title**

Approval of Minutes from the March 8, 2018 meeting

### **Recommended Action**

**I move that the Board approve the attached minutes**

### **Body**

The March 8, 2018 Minutes are ready for consideration and approval

### **Attachments**

A - March 8, 2018 Minutes



# County of Los Alamos

## BCC Meeting Minutes

### Parks and Recreation Board

1000 Central Avenue  
Los Alamos, NM 87544

*Stephanie Nakhleh, Chair; Dana Dattalbaum, Vice-Chair; Robbie Harris; Dina Pesenson;  
Ramiro Pereyra; Donald Ulrich; and Dianne Wilburn, Members*

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Thursday, March 8, 2018

5:30 PM

1000 Central Avenue  
Room 110

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#### 1. CALL TO ORDER

- A. [10473-18](#) Approval of Minutes from the February 8, 2018 meeting

**Presenters:** Stephanie Nakhleh

**Attachments:** [A - February 8, 2018 Minutes](#)

A motion was made by Member Harris and seconded by Member Pesenson that the Minutes be approved as presented. The motion was passed by a unanimous vote of 3-0.

#### 2. STAFF AND OTHER ATTENDEES:

#### 3. PUBLIC COMMENT

Bob Nolen, 790 Camino Encantado, spoke on behalf of the Los Alamos Tennis Club.

#### 4. BUSINESS

- A. **10521-18** New Board Member Introductions

**Presenters:** Christopher Wilson

New Board Members were not present at this meeting. Chris Wilson updated the Board on the newest Members: Donald Ulrich and Ramiro Pereyra. He also gave a status report on the open seat.

- B. [10519-18](#) "Flow Trail" Project Update

**Presenters:** Eric Peterson

Eric Peterson, Open Space Specialist updated the Board on the current status of the Flow Trail Project.

- C. **10520-18** Budget Update

**Presenters:** Christopher Wilson

Chris Wilson gave comment on the importance of the Board's input for the County's budget.

#### 5. STAFF COMMUNICATIONS

A. [10522-18](#) Chairman's Report

**Presenters:** Stephanie Nakhleh

No report was given.

B. [10523-18](#) Parks, Recreation, Open Space Program Report

**Presenters:** Christopher Wilson

**Attachments:** [A - PROS Program Report](#)

Chris Wilson, Division Manager, presented the PROS Program Report.

C. [10527-18](#) Open Space Advisory Subcommittee Report

**Presenters:** Stephanie Nakhleh

Chair Nakhleh presented the Open Space Advisory Subcommittee Report.

D. [10524-18](#) Aquatic Center Advisory Subcommittee Report

**Presenters:** Christopher Wilson

Chris Wilson presented the Aquatic Center Advisory Subcommittee Report.

E. [10526-18](#) Golf Course Advisory Subcommittee Report

**Presenters:** Dana Dattelbaum

Chris Wilson updated the Board on behalf of Member Dattelbaum.

F. [10525-18](#) Ice Rink & Recreation Advisory Subcommittee Report

**Presenters:** Dina Pesenson

Member Pesenson reported there was no meeting. No report given.

6. **PUBLIC COMMENT**

June Wall spoke in regard to the proposed Flow Trail.

7. **INFORMATIONAL ITEMS**

A. [10528-18](#) Council Liaison Report

**Presenters:** Pete Sheehey

Councilor Sheehey presented the Council Liaison Report.

**8. PREVIEW OF NEXT MEETING - April 12, 2018**

Tennis Update  
CIP Updates  
Ballfield Assessment Update  
New Members

**9. ADJOURNMENT**

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**Agenda No.:** A.

**Index (Council Goals):**

**Presenters:** Christopher Wilson

**Legislative File:** 10616-18

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### **Title**

New Board Member Introductions

### **Body**

Member Nakhleh will introduce the new Board Members



# County of Los Alamos

## Staff Report

April 12, 2018

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**Agenda No.:** B

**Index (Council Goals):**

**Presenters:** Stephanie Nakhleh

**Legislative File:** 10677-18

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### **Title**

Subcommittee Liaisons

### **Recommended Action**

Approval of Subcommittee Reevaluation, Roles, and Liaison Appointments

### **Body**

Parks & Recreation Board will determine liaisons for the following subcommittees:

Golf Course Advisory Subcommittee (GCAS)  
Open Space Advisory Subcommittee (OSAS)  
Ice Rink & Recreation Advisory Subcommittee (IRRAS)  
Aquatic Center Advisory Subcommittee (ACAS)

Chair Nakhleh will present to the Board





# County of Los Alamos

## Staff Report

April 12, 2018

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**Agenda No.:** C.

**Index (Council Goals):**

**Presenters:** Eric Peterson

**Legislative File:** 10664-18

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### **Title**

"Flow Trail" Project Update

### **Body**

The evaluation team has completed its review of phase II which included, "rough order of magnitude, scheduling and concepts". We are currently in the process of completing the contract.



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April 12, 2018

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**Agenda No.:** D.

**Index (Council Goals):**

**Presenters:** Christopher Wilson

**Legislative File:** 10617-18

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### Title

CIP Projects Update

### Body

#### **Ice Rink Improvement** (Wayne Kohlrust, Project Manager)

Engineering and Project Management is putting together the finalized version of the RFP for Architect Engineering Services for the Ice Rink project and anticipates it being ready for advertising April 22. The concepts for a shade structure that will be considered by the consultants are also being finalized for inclusion in the packet as an alternate item. Another piece of the project is some flood plain survey work potentially to determine flood elevations and whether the new structure is above this elevation or if some sort of protection is needed. It appears at this point that the potential is minimal for any of the structures there but if something needs to be done for the new structure, it will be considered.

#### **Pinon Park Splash Pad** (Harold Strain, Project Manager)

The RFP for design services was advertised on March 8th with them due on March 21st. A firm has been selected. The contract is being reviewed by the appropriate departments and is expected to be available for signature by the County Manager soon. A kick off meeting for the project with the Landscape architect and the stake holder team will be held approximately mid-May to allow time for the contract execution and insurances to be established.

#### **Golf Course Irrigation System** (Harold Strain, Project Manager)

The RFP for design services was advertised on March 15, 2018 and proposals were returned on the 28th of March. The review committee will soon meet to evaluate and make a selection.

#### **Kiddie Pool Project** (Steven Huebner, Project Manager)

The RFP for an architect was advertised on March 8th with them due on March 21st. A firm has been selected. The contract is being reviewed by the appropriate departments and is expected to be approved by Council on May 1st. A kick off meeting for the project with the architect and the stake holder team will be held approximately mid-May to allow time for the contract execution and insurances to be established.



# County of Los Alamos

## Staff Report

April 12, 2018

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**Agenda No.:** E.

**Index (Council Goals):**

**Presenters:** Christopher Wilson

**Legislative File:** 10670-18

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### Title

Discussion Regarding Modification of Overlook Ballfield Paint Colors

### Body

During the onsite Workshop, held at Overlook Park as part of the Ballfield Assessment, a comment was made about changing colors from blue and gray to yellow and green. Several user groups have now formally made this request to change to the high school colors of yellow and green.

This item did not make the final project list of ballfield needs and is anticipated to be a volunteer lead and subsidized effort. The effort would include 18 ballfield dugouts, 3 storage buildings and the concession stand. Interior and exterior painting and either roof painting or replacement are elements of the project.

North Mesa Sports Complex was changed to Los Alamos High School colors of yellow and green prior to July 2015. Overlook Park colors have been blue and gray for approximately 20 years and are coincidentally the Los Alamos Middle School colors.

An alternate to the color change is to allow the various user groups to provide windscreens (banners) that have their logo and colors prominently displayed and hung on the back of each backstop or outfield fence, depending on the user group (Attachment A). This helps with identification, team spirit, and like portable pitching mounds and portable fencing allows for multiple users to show their team pride while maximizing the opportunity for multiple groups.

Given the scope and visibility of this change and timing, discussion with the Parks and Recreation Board on the pros and cons will help the proponents and staff with next steps.

### Attachments

A - Overlook Park Colors and Windscreen Example

## Overlook Park

### 18 Dugouts

14 wood siding with blue pro-panel blue/gray paint remaining fields

4 cement block with blue pro-panel blue/gray paint Virchow / Byers

### Storage Buildings

Endeavor Dog Club blue pro-panel blue/gray paint (Dara Jones)

LA La Crosse Club blue pro-panel blue/gray paint (Dara Jones)

Old Concession Stand New Green pro-panel green paint (Center Field XL)

2 metal buildings to be removed (Virchow)

Transportainer used by High school girls' softball tan

Old shed to be removed at Minor B

### Score keepers booths

Minor A / Virchow / Byers wood siding with blue pro-panel blue/gray paint

Example of Overlook Blue and Gray used throughout the park on concession stand, dugouts, score keepers booths and storage buildings for the last 20+ years.



Example of North Mesa Green and Yellow throughout the complex on outbuildings, dugouts, concession stand and score keepers booths for the last 3-4 years.



Examples of custom windscreens to represent different user groups.





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**Agenda No.:** A.

**Index (Council Goals):**

**Presenters:** Christopher Wilson

**Legislative File:** 10619-18

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### **Title**

Parks, Recreation, Open Space Program Report

### **Body**

Chris Wilson will present the PROS Program Report to the Board

### **Attachments**

A - PROS Program Report



# LOS ALAMOS

where discoveries are made

## Parks, Recreation, Open Space Division

April 2018

### AQUATICS

#### **LAHS Freshmen PE, March 5<sup>th</sup> through March 22<sup>nd</sup> – 130 students daily**

The Aquatic Center became a classroom for LAHS Freshmen PE students for three weeks. Students learned hands-only CPR, reaching and throwing assists, stroke technique and development, as well as gutter ball (a modified form of water polo). Fridays were “Fun Day,” and the students entertained themselves on the floating island and diving boards during class time.



#### **Lifeguard Recertification Class, March 8<sup>th</sup> - 10 participants**

In preparation for summer, 10 lifeguards attended the Red Cross recertification class to keep their credentials current.



#### **Pi Day, March 14<sup>th</sup> - 32 participants**

March 14<sup>th</sup> was Pi Day at the Aquatic Center. Visitors were treated to mini Moon-Pies and math tattoos as they walked into the building, and enjoyed playing on floating pizza pie slices and watching the *Captain Underpants* movie in the classroom.



### **Lifeguard Certification Class, March 26<sup>th</sup> - 30<sup>th</sup> - 21 participants daily**

Spring Break is a busy week for youth to get their lifeguard certification before summer. The Red Cross course is conducted over five days, and covers a lot of material that students must become proficient at to pass the course. This class is one of the largest we have led in many years.

## **RECREATION**

### **National Plant a Flower Day, March 12<sup>th</sup> – Over 500 packets given out**

Seed packets were available at the Golf Course, Aquatic Center, Customer Care Center, and the White Rock Branch and Mesa Public Libraries.



### **Family Night at the Nature Center, March 20<sup>th</sup> – 110 participants**

It was a packed house for golfing through the Nature Center, enjoying S'mores, watching a movie in the Planetarium and enjoying the displays.





## **GOLF COURSE**

### **Golf Course Manager Sam Logan Elected to Sun County PGA Section Board of Directors**

Sam Logan and Michael Phillips attend the Sun Country PGA annual meeting in Las Cruces on Sunday, March 25<sup>th</sup>. Sam Logan was elected as a Member at Large in charge of Mentoring.



### **Aeration of Fairways & Irrigation Audits**

The warm spring weather has allowed the golf staff to get an early start on aerating the fairways and the annual irrigation audits to repair damaged lines and heads. These early preparations allow staff to get the best possible turf conditions for the 2018 season.



### **Barranca Mesa Kindergarten, Thursday, March 22<sup>nd</sup> – 17 students**

Golf Course Superintendent Matt Allen was the tour guide who took the Kindergarteners on a tour of Golf Course operations. The class also had the opportunity to try their skills with the SNAG golf equipment by lining up shots at the target placed on the Range Picker.



## OPEN SPACE

### **Camp May Kiosk: 25% Complete**

In collaboration with The Rotary Club, staff started designing and constructing a kiosk for Camp May.



### **Los Alamos High School Junior Class Hike, March 22<sup>nd</sup> - 15 participants**

Open Space Specialist Eric Peterson led a 2.5-mile hike along the North Pueblo Canyon Rim Trail and explained the forest mitigation projects and discussed the current fire danger.





## **PARKS**

### **Walnut Tot Lot, 80% complete**

Work continues at the Tot Lot as staff moved the slide and climbing structures from under the power lines to an expanded area near the swings. Accessible entry and trail construction are under way.



### **Overlook Park and North Mesa Ball Fields Seasonal Preparations**

Parks crews are preparing ballfield infields, turf, irrigation systems, backstops, dugouts, and fencing for play. Lighting maintenance including bulb and ballast replacement are being scheduled.



### **Overlook Park Playground Upgrades, 75 % complete**

A new swing set was installed and new trees and plants will be installed soon. An enlarged picnic area will be finished between the playground and the concession stand. Parks crews removed the existing ramp up to soccer field, repaired retaining walls, and replaced all fall zone surfacing with engineered wood fibers to comply with ADA standards.





# County of Los Alamos

## Staff Report

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**Agenda No.:** B.

**Index (Council Goals):**

**Presenters:** Stephanie Nakhleh

**Legislative File:** 10623-18

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### Title

Open Space Advisory Subcommittee Report

### Body

Tues, March 20, 2018

In attendance: Kevin Holsapple, Liz Aicher, Amy Rogers, Stephanie Nakhleh, Eric Peterson

1. Canyon Restoration Pilot Project: Open Space received a draft Scope of Work, they are updating to submit to procurement. The plan is to use this model to assess other canyons, so a baseline of cost is needed. They are going to take out the signage phase and do that internally through Leslie Buck, which will save some funding. They're going to get some before-and-after-photos and come up with sign designs. There will be phases, but the objective will be the same. May 1 is the year-end deadline for procurements, so that department is being inundated.
2. Aquatic Center/Acid Canyon trail improvement: this project aims to make trails more sustainable. Open Space might utilize crusher fines, make trails wider, maybe make them stroller accessible. Liz: Sounds like it would be good for tourism. Eric: Open Space is still figuring out how many miles of trails to do. They can't do this in entire county, too many trails, some have impossible terrain, but this trail system is used a lot. The historic Ranch School steps and other historic sections can't be worked on. Kevin: Where did this directive come from? We never heard of this before now. Eric: It came from Council to Brian Brogan. Me: Eric sure could use two more FTEs to handle this extra workload. Eric: We want to get boots on the ground to get these projects going.
3. IMBA Ride Center Report: the County is close to reaching Bronze, once some improvements are done. So Open Space is making yet another priority list from that, which will hopefully motivate Council. Kevin: this could cost a pretty penny. Me: Is Council following this directive up with any funding? Eric: The Council has a flat budget: we will not be getting any add-ons. Money for this plan came not from standard budget, but from the Tourism Strategic Plan. Liz: Then that's where the next steps should come from as well. Eric: An example of an improvement: we will be updating kiosk signs with longer-lasting, tear-proof paper. We can turn informal parking spaces into formal ones. (Then we all discussed parking difficulties at Bayo Canyon.) Kevin: speaking of tourism and trails that are relevant to visitors, the rustic part of Los Alamos Canyon rim is ripe for that. We could utilize the paved trails and create a loop around airport. There are safety issues, though, and they'd also need signage. Eric: that's what IMBA said: even the green trails have dicey sections. Kevin: it seems that things with a tourism bent are the only things that have Council support. So, we should have priorities in mind that reflect this. Focusing on these trails as routes, rather than trails, would help. Maybe the next time you (Eric) get a directive from Council, go back to them and say "the Open Space Advisory Board has thought this through, including the tourism aspects."

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4. There will be a meeting at the Golf Course for LASO sites, seeking public input on development of apartments at LASO. Eric: we had to fight for easements for trails. Eric Martinez is working on Phase 3 for the Canyon Rim trail, to 20th street. They're going to improve it along Trinity, but they're not at that phase yet. The County is also moving along for designs on an underpass by Co-Op.

5. Bayo Canyon Flow Trail: Phase II proposal, with initial pricing and concept from proposers. Eric: we can't update you more on that until Procurement says it's OK. Liz: How can we advise you if we don't know what's going on? Me: It seems the wrong order to be unable to comment until AFTER a contract is awarded. (The committee agrees.) Eric: I can tell you that what was requested was a rough order of magnitude, scheduling, and how long it might take: that's the Phase II proposal. But Procurement procedure says no talking until after contracts are awarded. Kevin: who is the evaluation team? Eric: me, Chris Wilson, Brian B, and Dan Erickson. No citizens. Kevin: that's a little odd, it seems someone from Open Space should have been included. Eric: I will ask Brian Brogan why

6. Next steps for OSSC vacancy: whoever is new will be filling the rest of John's term. This will be on the PRB agenda for April.

7. Fire mitigation: Open Space is doing a lot of training with fire dept. Eric will be alongside them as they do prescribed burns, he's one step away from getting his red card (for wildland fire certification), he'd be making sure nobody is burning cultural sites or endangered species, etc. It's a lot of training, but will be focusing only on fires in the scope of local Open Space. Fire Danger Stage signs will go in around town, too.

8. April 22 PEEC and Open Space are having training day for trail maintenance. Pruning techniques, line-of-sight issues. All are welcome.

9. We would like to see the County install bear-proof dumpsters everywhere: in some communities like Durango it's mandatory; if you live in a bear-infested neighborhood you have to have bear-proof dumpster. Game & Fish did match county in funds for bear-proof dumpsters. Eric has to pick up diapers and prescription pills because of those bears.



# County of Los Alamos

## Staff Report

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**Agenda No.:** C.

**Index (Council Goals):**

**Presenters:** Christopher Wilson

**Legislative File:** 10620-18

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### **Title**

Aquatic Center Advisory Subcommittee Report

### **Body**

Chris Wilson will present report to the Board



# County of Los Alamos

## Staff Report

April 12, 2018

Los Alamos, NM 87544  
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**Agenda No.:** D.

**Index (Council Goals):**

**Presenters:** Dina Pesenson

**Legislative File:** 10621-18

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### **Title**

Ice Rink & Recreation Advisory Subcommittee Report

### **Body**

Member Pesenson will present report to the Board



# County of Los Alamos

## Staff Report

April 12, 2018

Los Alamos, NM 87544  
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**Agenda No.:** E.

**Index (Council Goals):**

**Presenters:** Dana Dattelbaum

**Legislative File:** 10622-18

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### **Title**

Golf Course Advisory Subcommittee Report

### **Body**

Member Dattelbaum will present report to the Board





# County of Los Alamos

## Staff Report

April 12, 2018

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**Agenda No.:** A.

**Index (Council Goals):**

**Presenters:** Pete Sheehey

**Legislative File:** 10624-18

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**Title**

Council Liaison Report

**Body**

Councilor Sheehey will present report to the Board