



County of Los Alamos

Los Alamos, NM 87544
www.losalamosnm.us

Agenda - Final County Council - Work Session

Tuesday, June 19, 2018

6:00 PM

Fire Station No. 3
129 State Road 4 - White Rock
TELEVISED

1. **OPENING/ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **STATEMENT REGARDING CLOSED SESSION**

June 19, 2018 Closed Session Motion

4. **PUBLIC COMMENT**

5. **APPROVAL OF AGENDA**

6. **PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS**

A. [10321-18](#) Briefing to Council by Jennifer Baker, Chair of the Library Board.

Presenters: Jennifer Baker, Chair of the Library Board

Attachments: [A - Library Board Presentation to Los Alamos County Council 2018](#)
[B - Library Board FY19 Work Plan](#)

B. [10856-18](#) Briefing Presentation to Council by Stephanie Nakhleh, Chair of the Parks and Recreation Board.

Presenters: Stephanie Nakhleh

Attachments: [A - Parks & Recreation Board Presentation](#)
[B - FY19 Work Plan](#)

C. [10862-18](#) Presentation from REDI-Net, Annual Update

Presenters: Joanie Ahlers, Economic Development Administrator

Attachments: [A - REDI-Net Presentation](#)

7. **BUSINESS**

A. [10652-18](#) Discuss Animal Shelter Management Philosophy

Presenters: County Council - Work Session

Attachments: [A - Police Department FY19 Budget](#)

8. PUBLIC COMMENT

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 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 Office of the County Manager at 663-1750 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

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Agenda No.:

Index (Council Goals):

Presenters:

Title

June 19, 2018 Closed Session Motion

Recommended Action

I move that Council approve the following statement for inclusion in the minutes:

"The matters discussed in the closed session held on June 19, 2018 that began at 5:00 p.m. were limited only to those topics specified in the notice of the closed session, and no action was taken on any matter in that closed session."

This motion is fairly characterized as procedural, therefore only a hand vote is required rather than a full roll call vote.



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Staff Report

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Agenda No.: A.

Index (Council Goals):

Presenters: Jennifer Baker, Chair of the Library Board

Legislative File: 10321-18

Title

Briefing to Council by Jennifer Baker, Chair of the Library Board.

Body

Council leadership has requested that each Board/Commission Chair make a presentation to the Council once a year focused on what has been completed and what they are currently working on, and what challenges or opportunities they see coming up in the future .

Attachments

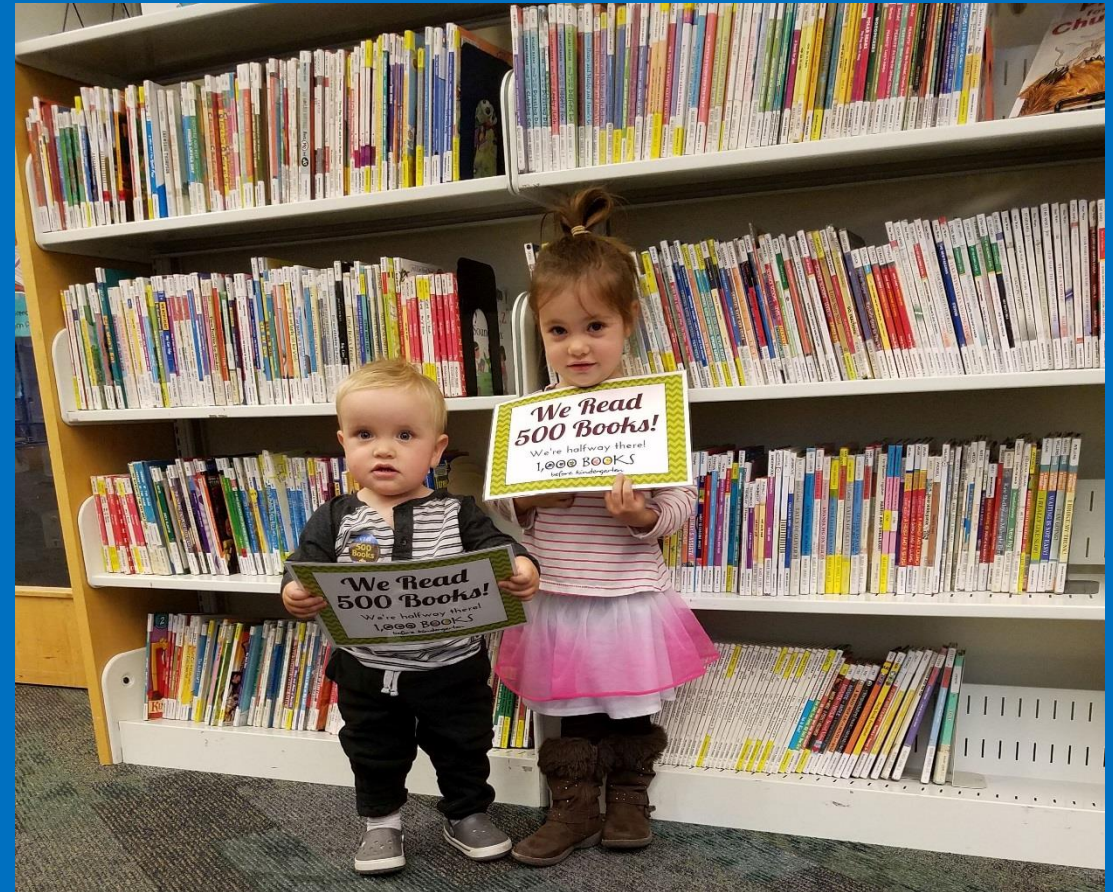
A - Library Board Presentation to Los Alamos County Council 2018
B - FY19 Library Board Work Plan

Library Board Presentation

JUNE 19, 2018

Library Board: Enabling Legislation

The purpose of the Library Board is to receive input from the public, and based on that input, make recommendations to Council that support the fulfillment of the Library's mission in the community.



Library Mission

The Library offers opportunities for our diverse regional community to learn, know, gather and grow by providing open and equal access to a variety of ideas and information through evolving technology and services.



Key Library Board Activities FY18

- Attended community events to promote library services and directly interact with residents
- Hosted several library events
- Review of Public Comments and Monthly Statistics
- Participated in interview panels for new Assistant Library Manager and assisted with orienting new Library Manager to board business
- 2 board members attended the New Mexico Library Legislative Day in Santa Fe to raise awareness and support for libraries in the State



Friends of the Los Alamos County Libraries

- Served as Liaison to the Friends of the Los Alamos County Library
- The Friends donated approximately \$84,000 to the Library last year through their bookstore activities and community donations
- Board members also served on the Friends scholarship committees



What's Next

In FY 2019, the Library Board plans to...

- Continue to engage in community activities to promote the library and receive feedback
- Continue to engage with public at film showings, author talks, and art receptions



What's Next

In FY 2019, the Library Board plans to...

- Assist Library staff during the HVAC upgrade/library closure
- Pilot “Love your Library Day!”
- Serve as liaison to FLACL and Friends scholarship committee



Questions?



LOS ALAMOS

where discoveries are made

FY19 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2019: July 1, 2018 – June 30, 2019)

Board and Commission Name: Library Board

Date prepared: February 2, 2018 Date approved by Council: 5/1/18

Prepared by: Library Board and Staff Liaison

**This work plan will be accomplished in the following time frame:
from July 1, 2018 to June 30, 2019**

Chairperson: Jennifer Baker. Term: 9/1/17 to 8/31/2019

Members and terms:

Rebecca Rodriguez (1 st term)	9/1/17 to 8/31/19
Virginia White (2 nd term)	9/1/16 to 8/31/18
Tim Langworthy (2 nd term)	9/1/16 to 8/31/18
Megan Fox	9/1/16 to 8/31/18

Department Director: Brian Brogan, Community Services

Work plan developed in collaboration with Department Director? (Y/N?) Yes

Staff Liaison: Library Manager

Administrative Support provided by: Eva Jacobsen

Council Liaison: Susan O'Leary _____ 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.”

Promoted Library Services

During FY 18 the board piloted a project in which each board member attended a community event in order to promote library services and have more direct interaction with the community. Several board members worked at the library table during Chamberfest and engaged with local residents. They recruited applications for a board vacancy that was open at the time, and asked patrons and non-patrons about their experience with the libraries, and promoted summer events at the library. Board members hosted library events – film showing, author talks, and art receptions and were instrumental in bringing author J.A. Jance to Los Alamos for a talk and book signing. The board worked with staff liaison to evaluate additional options for library promotion and as appropriate, directly communicate with the public about key library events.

Review of Public Comments and Suggestion

The board reviewed public comments and suggestions submitted to the library and recommended action as appropriate.

Reviewed Monthly Statistics

The board received updates on facilities projects and library services and events, including monthly statistics on key indicators for library services (# of circulations, # of visits, # of public computer uses, # of program attendees, and # of reference transactions). In addition, the board reviewed the use of the new “Hoopla” service (e-books, music and video streaming).

Liaison to Friends of the Los Alamos County Library

A board member served as a liaison to the Friends of the Los Alamos County Libraries.

Board Appointments

One board member was replaced in September of 2017; one board member was reappointed in September of 2017.

Library Manager Search Panel

The Library Board Chair was on one of the interview panels for the new library manager. The new library manager, Eileen Sullivan, started in July 2017 and the board provided support in bringing her up to date on board business.

Library Advocacy

Two library board members attended the New Mexico Library Legislative Day in Santa Fe on January 26th to raise awareness and support for libraries in the state.

Communication with Boards and Commissions

The Chair of the library board prepared periodic reports and presented these reports at the boards and commissions luncheons.

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:

None.

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

Los Alamos County Code, Chapter 8, Sections 8-81 to 8-83, Library Board
Los Alamos County Code, Chapter 30, Article 1, Code of Conduct
Los Alamos County Library System Strategic Plan: 2017 (draft)

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.)* To assist with Council review of the work plans, please list the B&C's proposed projects or assignments in priority order.

Mesa Public Library will be closed to the public from approximately August 20 through November 30 for the HVAC renovation project. The library board will assist the Library Manager in identifying potential opportunities for community partnerships for the delivery of library programs and services during the closure.

The library policies have not been revised since 2010. One of the duties of the library board is to "review and recommend to council written public policies to support the purpose, goals and objectives of the library..." Working with the Library Manager, the library board will review current library policies and recommend changes.

Continue to promote library services through attendance at community events and hosting library events, such as film showings, author talks, or art receptions.

Work with staff liaison to evaluate additional options for library promotion. As appropriate, directly communicate with the public about key library events.

Twice annually, review staff progress on the Strategic Plan. Periodically review plan for areas for potential Library Board involvement that are related to gathering public input or interfacing with County Council.

Tour library facilities and provide input into improvements (seating, furnishings, etc.)

Host one community-wide library appreciation event annually.

Continue serving as the liaison to the Friends of the Los Alamos County Libraries.
Continue serving on the Friends Scholarship Committee.

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.

Coordination with The County Attorney's Office may be needed for policy review and revision.

Work with staff liaison to consider and explore other options for relevant community connections including with other County Departments and Boards and Commissions.

4.0 List any special public information or involvement meetings or efforts to be conducted by this Board or Commission:
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The Library Board will participate in a variety of public events over the course of FY2018.

- Working with the Library Manager, the library board will review current library policies and recommend changes. Public focus groups may be convened for input on policy changes that would affect the public.
- Work with staff liaison to evaluate additional options for library promotion. As appropriate, directly communicate with the public about key library events. Library board members will continue to attend library programs and interface with the public. They may assist with the distribution of event flyers.
- Twice annually, review staff progress on the Strategic Plan. Periodically review plan for areas for potential Library Board involvement that are related to gathering public input or interfacing with County Council. The library board may assist with targeted focus groups or public forums to gather input on library policy changes that affect the public and require council approval. The library board may be called upon to convene focus groups to gather input on facilities improvements or input on new programming initiatives
- Host one community-wide library appreciation event annually. The board will host an annual "Love Your Library Day" to celebrate the library. This event will be free and open to the public and advertised through flyers, the library newsletter and other sources.

5.0 List the current subcommittees for this Board or Commission.

Not applicable.

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:
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Not applicable.

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

ARTICLE V. LIBRARY BOARD

Sec. 8-81. Purpose.

The library board's primary purpose is to receive input from the public and, based on that input, make recommendations to council that support the fulfillment of the library's mission in the community.

In addition, state grants-in-aid to public libraries, 4.5.2 NMAC (7/1/2000) stipulates that the library shall have a library board that is an entity separate from the political subdivision of state government or other type of entity that established it. Therefore, the existence of the library board is part of insuring that the library will be eligible to receive such funding. (Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-82. Membership, terms and qualifications.

The library board will consist of five members. The library manager shall be an ex officio member of the library board. Members will serve for two-year staggered terms beginning on September 1 and ending on August 31.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-83. Duties and responsibilities.

The library board shall serve in an advisory capacity to the county council and shall have the following functions, responsibilities and duties:

(1) Review and recommend to council written public policies to support the purpose, goals and objectives of the library including the collection development policy, which authorizes the library manager and qualified staff to select all books and materials.

(2) Ensure that library policy states and supports the intellectual freedom of all residents and provides a well-defined public challenge policy and procedure to protect the library from censorship threat.

(3) Gather and provide public input on:

- a. Ways and means for improving library services and programs;
- b. The development of library service objectives and the library's long-range plan; and
- c. Recommendations for methods and schedules for reviewing library programs and services.

For these purposes, the board shall gather public input in ways appropriate to the circumstances, which may include public hearings dedicated to specific topics.

(4) Review all library and library-related matters submitted to the board by council.

(Ord. No. 02-078, § 2, 10-3-2006) Drafted by Library Board February 6, 2012 Approved by County Council March 27, 2012

Attachment B: Using the chart below, place an X in the column on the right if the Council Goal is related to the work of the Library Board:

Mark all that apply

Economic Vitality	
<u>Economic Vitality:</u>	
• Priority Area – Build the local tourism economy	X
• Priority Area - Revitalize and eliminate blight in Los Alamos and White Rock	
• Promote a strong and diverse economic base by encouraging new business growth	X
• Collaborate with Los Alamos National Laboratory as the area's #1 employer	
<u>Financial Sustainability</u>	
• Encourage the retention of existing businesses and assist in their opportunities for growth	
• Support spinoff business opportunities from LANL	
• Significantly improve the quantity and quality of retail business	
Quality of Life	
<u>Housing:</u>	
• Priority Area -- Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate	
• Priority Area -- Support development of affordable workforce housing	
<u>Education:</u>	
• Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation	X
• 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	X
<u>Quality Cultural and Recreational Amenities:</u>	
• Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos community	X
<u>Environmental Stewardship:</u>	
• Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities	
<u>Mobility:</u>	
• 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 	X
	<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 	



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Agenda No.: B.

Index (Council Goals):

Presenters: Stephanie Nakhleh

Legislative File: 10856-18

Title

Briefing Presentation to Council by Stephanie Nakhleh, Chair of the Parks and Recreation Board.

Body

Council leadership has requested that each Board/Commission Chair make a presentation to the Council once a year focused on what has been completed and what they are currently working on, and what challenges or opportunities they see coming up in the future .

Attachments

A - Parks & Recreation Board Presentation
B - FY19 Parks and Recreation Work Plan



Parks and Recreation Board Presentation to County Council

Stephanie Nakhleh, Chair
June 2018

Summary of past 12 months

- Initiated ballfield and tennis assessments
- Supported a pilot canyon-restoration project
- Supported a family-friendly flow-trail project
- Reviewed RV storage program
- Initiated camping improvements at various sites
- Reviewed and supported upcoming projects re: county's wildfire-plan efforts
- Supported Council's ongoing CIP project development

Overview of PRB FY19 Work Plan

- Special projects
 - Participate in scoping of CIP projects
 - Support the Tourism Strategic Plan
 - Meet with LA Historical Preservation Advisory Board
 - Assist as needed on school-based programs
- Other projects
 - Support Open Space Management Plan and Community Wildfire Protection Plan
 - Support Manhattan Project National Historic Park
 - Support development of Pajarito Mountain for year-round use

Overview of PRB FY19 Work Plan

- We interface with seventeen county boards, commissions, and departments
 - Shared missions include fire prevention, tourism, and planning & zoning
- Public information meetings to be conducted by PRB
 - Tennis courts, gym space, ballfields, North Mesa trails, flow trail, camping enhancements, canyon-restoration pilot project, and CIP initiatives will require public input
- Subcommittees
 - 2017's four subcommittees renewed in light of CIP projects
 - New subcommittees TBD

Going Forward

- Constraints
 - Navigating communication between all invested parties
 - Boosting creativity while respecting formal systems
- Lessons learned
 - Role of PRB vs. role of County staff
 - Utilize less-restrictive subcommittees for communication with public
- Greatest challenges
 - Parks & Rec budget not reflective of Comp Plan's priorities
 - Marketing CIP projects to entire community
 - Focusing subcommittees on their charters

How Council Can Help

- Involve PRB and subcommittees in recreation-related issues
- Align priorities with Comprehensive Plan
- Continued good communication with liaison

Thank You

- Thank you to the Los Alamos County Council for their support of this town's recreation facilities, open space, and parks. The time and energy the Council dedicates to this issue greatly benefits the citizens of Los Alamos County.



LOS ALAMOS
where discoveries are made

FY19 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2019: July 1, 2018 – June 30, 2019)

Board and Commission Name: Parks and Recreation Board

Date prepared: January 11, 2018 - Approved by Council: 5/1/18

Prepared by: Christopher Wilson

This work plan will be accomplished in the following time frame: July 1, 2018 to June 30, 2019

Chairperson: Stephanie Nakhleh - Term: November 30, 2019

Members and terms:

Stephanie Nakhleh	12-01-2017 – 11-30-2019 (2nd Term)
Dana Dattelbaum	12-01-2016 – 11-30-2018 (1st Term)
Robbie Harris	12-01-2016 – 11-30-2018 (1st Term)
Dina Pesenson	12-01-2016 – 11-30-2018 (1st Term)
Trey Pereya	12-01-2017 – 11-30-2019 (1st Term)
Donald Ulrich	12-01-2017 – 11-30-2019 (1st Term)
Dianne Wilburn	12-01-2017 – 11-30-2019 (1st Term)

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 Sheehy – 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) FY18 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).

- Council's CIP/Bond process and decisions for Parks and Recreation facilities.
- Revisited and updated PRB subcommittee charters for missions and broader areas of recreational facilities and associated needs.
- Received updates on the Pajarito Ski area Land Transfer.
- Reviewed and made recommendations about future North Mesa Stable operations.
- Discussed existing and potential future improvements in camping, RV use, and RV storage facilities in Los Alamos County.

Continued to support the Los Alamos County Comprehensive Plan, including Open Space Plan recommendations.

Site improvement plan for updating Ashley Pond.

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

- Tourism Strategic Plan participation
- Reviewed the proposed new exterior signage for the Museum Campus.
- Reviewed with Environmental Service bear resistant containers and manure removal options for stables in Los Alamos County.
- Discuss and review the Historic District boundary and how it will impact associated parks.

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

- Supported Council's lead for public input and involvement on proposed CIP/Bond projects, including involvement with subcommittee focus groups, listening sessions and presentations.
- Discussion of the Integrated Pest Management Plan for Parks and Open Space Programs as well as weed ordinance in relation to Parks and Open Space properties.
- Community Wildfire Protection Plan and the projects presently in the environmental review phase.

Accomplishments:

- Recommending to Council the CIP projects moving forward, as supported through a collaborative public process.
- Completing a Tennis Court Assessment and advisory recommendation.
- Supported maximizing use of the tennis facilities with additional pickle ball lines.

- Began the process of a Ballfield Assessment and advisory recommendation.
- Establishing through Work Shop/Agenda Items trails working groups to address North Mesa trail issues.
- International Mountain Bicycling Association assessment of all trails as a part of a Ride Center designation process.
- Supported Family Friendly Demonstration Flow Trail project.
- Supported the Bicycle Transportation planning efforts.
- Reviewed RV storage program and investigated alternatives.
- Reviewed and supported camping improvements at Camp May, Main Gate Park and White Rock.
- Reviewed and supported a demonstration project for canyon restoration beginning at the upper limits of Graduation Canyon.
- Reviewed and supported upcoming projects that are a part of the community Wildfire Plan efforts.

Constraints:

- Navigating communication and coordination with Board members, subcommittees, Council, the public, and other Boards and Commissions.
- How to boost creativity, output, and public input while respecting formal systems?

Lessons-Learned

- Aligning subcommittees with program projects while focusing on a broader spectrum of public interests for our common purpose through education and outreach.
- Considered the use of additional committees or work sessions for the PRB for brainstorming, and less restrictive communication processes/timing with the public.
- 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 their charters that support the Recreation CIP and other initiatives.
- Recruitment for the subcommittees and the PRB.
- Increased involvement with County Council to support park, recreation and open space needs.
- Marketing/promoting the CIP Projects to benefit the entire community; Education through integrating and involving the subcommittees with facilitation of focus groups and public presentations.
- Deferred maintenance increases due to limited budgets.

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 next steps process in regard to CIP decisions related to recreation facilities. Participate in the project scoping process of individual recreation initiatives.
- Facilitate communications on the Family Friendly Demonstration Flow Trail project.
- Recommendations to County Council for management and future use of existing tennis courts in the county. Continue discussions with the tennis community to maximize facility usage for tennis while re-purposing courts as supported. Facilitate discussions with all parties interested in future development of a tennis complex.
- Based on Ballfield Assessment recommendations, provide continued public updates on progress and next steps for Overlook Park and North Mesa Sports Complex.
- Participate as needed and requested by the Council or Community Services Department Director in the implementation of the updated Ashley Pond planning effort, and the Comprehensive Plan follow-on items.
- 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.
- Meet with the Los Alamos Historic Preservation Advisory Board on Historic District boundaries and operational changes necessitated by such.
- Assisting as needed on school based programs and facility discussions.

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 continued Canyon Restoration Projects that will serve as demonstration sites for ongoing rehabilitation work.
- Support Council and the Historical Society Board in the continuation 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 and bike trail improvements.
- 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.
- Assess/evaluate the need for an Equine and Livestock Advisory Subcommittee

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 Projects and the Site Improvements for Ashley Pond 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
Public Works Department
Fire Department
Police Department
Parks, Recreation and Open Space Division
Library Division

Environmental Sustainability Board
Transportation Board
Historic Preservation Advisory Board
Historical Society Board
Planning & Zoning Commission
Board of Public Utilities
Department of Public Utilities
Tourism Implementation Task Force

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

Tennis, gym space, ballfield assessment next steps, North Mesa Trail planning efforts for multiple use including equestrians, Flow Trail, Comprehensive Plan follow-on, Los Alamos Reservoir planning, camping enhancements, canyon restoration plan, and CIP 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 B).
2. Description of Purpose and Guidelines (Attachment F).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. ACAS Work Plan
 - A. Support associated CIP 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.
5. Coordinate a meeting annually with the outdoor pools.

Ice Rink and Recreation 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. IRRAS Work Plan
 - A. Support Ice Rink CIP projects for upgrades and improvements.
 - B. 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.

Golf Course 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. GCAS Work Plan
 - A. Support associated CIP 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 next steps.

Open Space Advisory Subcommittee

- 1. List of Members and Terms (Attachment E).
- 2. Description of Purpose and Guidelines (Attachment I).
- 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 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.

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

ARTICLE VII. - PARKS AND RECREATION BOARD

Sec. 8-141. - 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.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-142. - Membership, terms and qualifications.

The Los Alamos County Parks and Recreation Board shall consist of seven members with two-year staggered terms beginning on December 1 and ending on November 30.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-143. - 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 abovementioned duties using the following criteria:
 - a. Promote maximum utilization of parks, recreation facilities and programs;
 - b. Enhance the quality of the leisure life of all county residents through parks and recreation programs and services;
 - c. Provide to county residents as wide a variety of recreational opportunities as possible, taking into consideration programs other than county offerings.

Current PRB Subcommittee Members as of 02/21/2018

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 1732 Ponderosa Street 505-662-5877 505-662-8923 Irene L Powell@msn.com	Yes
Oct-14	Nov-14	Jan-16	Nov-16	Oct-18	William W. Dai 4149 Arizona Ave 505-662-1900 dai@lanl.gov	Yes
Apr-16	May-16	Apr-18			Cathy Walters 1001 Oppenheimer Dr. 505-690-2309 cathywalter@aol.com	Yes
Feb-17	Mar-17	Feb-19			Shelby Redondo 390 Manhattan 505-662-2625 redondo@cybermesa.com	Yes
					(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
Sep –16	Oct – 16	Sep – 18			Rachael Adler 4364B Fairway Drive 248-207-2465 505-476-7953 rachel.adler@gmail.com	Yes
Aug – 16	Sep – 16	Nov – 18			Darren Meadows, PE 4940 Hermosa 505-500-8278 505-412-1804 meadows@cnsr.com	Yes
					Dina Pesenson (PRB Liaison)	
					Dianne Marquez, Recreation Program Manager – Staff Liaison 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
Nov – 16	Dec – 18	Nov – 18			Laura Crucet 934 Capulin Road lcucethamilton@gmail.com	Yes
May – 16	Jun – 16	May – 18			Tony Fox 428 Cheryl Avenue tony@lanlfoundation.org	Yes
Nov – 17	Dec – 17	Nov – 19			Anthony Vallejos 209 Rover Blvd LLG2havefun@msn.com	Yes
Dec – 17	Dec – 17	Nov – 18			Laura Coffelt 99 La Vista cloud210@msn.com	Yes
Dana Dattelbaum (PRB Liaison)						
Sam Logan, Golf Course Manager - Staff Liaison 505-662-1850 sam.logan@lacnm.us						
Michael Phillips, Golf Professional 505-662-8139 michael.phillips@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 5:30 p.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 1980 Camino Mora e.aicher@q.com	Yes
Jul – 14	Aug – 14	Jul – 16	Dec – 16	Nov – 18	Kevin Holsapple 2175A 37 th St. highlinem@gmail.com	Yes
May – 17	Jun – 17	May – 18			Jonathan Creel 3200 Canyon Road 850-380-9292 505-662-0460 jonathancree14@gmail.com programs@peecnature.org	Yes
					Vacant	
					Stephanie Nakhleh (PRB Liaison)	
					Eric Peterson, Open Space Specialist 505-662-8173 eric.peterson@lacnm.us	

Subcommittee meets the 2nd 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

Program 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:

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

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:

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

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

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 used by hikers, bikers, equestrians and runners, open space including viewsheds, corridors for wildlife movement, wildfire fuel management, and ecosystem processes, protection of cultural and natural resources and facilities such as a bicycle flow trail or other facilities related to outdoor activities in 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 resources and facilities as identified above. 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. Review current open space programs and facility uses throughout the County to determine additional needs and submit recommendations pertaining to open space programs, guidelines, and policies to the Board.
3. Develop and prioritize a list of capital improvements for consideration by the Board.
4. Review and comment on the County Trails Management Plan
 - a. Make recommendations for additions, deletions and realignments to the County Trail Network.
 - b. Review and comment on adherence to the County Trails Management Plan
 - c. Review proposed developments to ensure preservation of access to the County Trails Network.
 - d. Recommend and document criteria for prioritization of trail projects and conduct an annual assessment of a list of prioritized projects.
5. Review and comment on the Open Space Management Plan
 - a. Make recommendations for additions, deletions and realignments to the Open Space Management Plan.
 - b. Review and comment on adherence to the Open Space Management Plan.
 - c. Make recommendations and document in a work plan for the upcoming fiscal year on an annual basis.

6. Ensure that all findings, recommendations, or action items identified by OSAS are submitted for Board consideration and/or approval.

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

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

Mark all that apply

Economic Vitality		
	<u>Economic Vitality:</u>	
	<ul style="list-style-type: none"> • Priority Area – Build the local tourism economy 	
	<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 	X
	<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 	X
	<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		
	Housing:	
	<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 	
	Education:	
	<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 	
	Quality Cultural and Recreational Amenities:	
	<ul style="list-style-type: none"> • Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos community 	X
	Environmental Stewardship:	
	<ul style="list-style-type: none"> • Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities 	X
	Mobility:	
	<ul style="list-style-type: none"> • Maintain and improve transportation and mobility 	X

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 	
	<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 	X



County of Los Alamos

Staff Report

June 19, 2018

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.

Index (Council Goals): * 2018 Council Goal – Quality Governance – Intergovernmental Relations – Strengthen Coordination and Cooperation Between County Government, LANL, and Regional and National Partners

Presenters: Joanie Ahlers, Economic Development Administrator

Legislative File: 10862-18

Title

Presentation from REDI-Net, Annual Update

Body

Members of the REDI-Net Board will provide a brief presentation and update to Council on progress made last year.

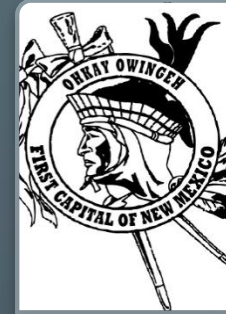
Attachments

A - REDI-Net Presentation



- Los Alamos County
- Pueblo of Pojoaque
- Ohkay Owingeh
- City of Espanola
- Santa Clara Pueblo
- Rio Arriba County
- Tesuque Pueblo
- Santa Fe County
- North Central NM Economic Development District

LOS ALAMOS
where discoveries are made



Santa Fe County



WHAT IS A JOINT POWERS AGREEMENT (JPA) REDI NET?

A Joint Powers Agreement (JPA) is a contract between two or more public agencies to exercise, jointly, all power(s) common to each of them, for the purpose of accomplishing specific goals they may have in common.

WHAT IS A LOCAL QUASI-GOVERNMENT AGENCY?

- An Agency that exists under partial government control to accomplish a certain mission.
- Local Quasi-government agencies are created by government entities, but enjoy operational and political independence.
- Despite their independence, these agencies are subject to the same rules, regulations and laws as any other governmental agency in the State of New Mexico.
- Under the control of the JPA members, but fund ourselves like a private sector business.

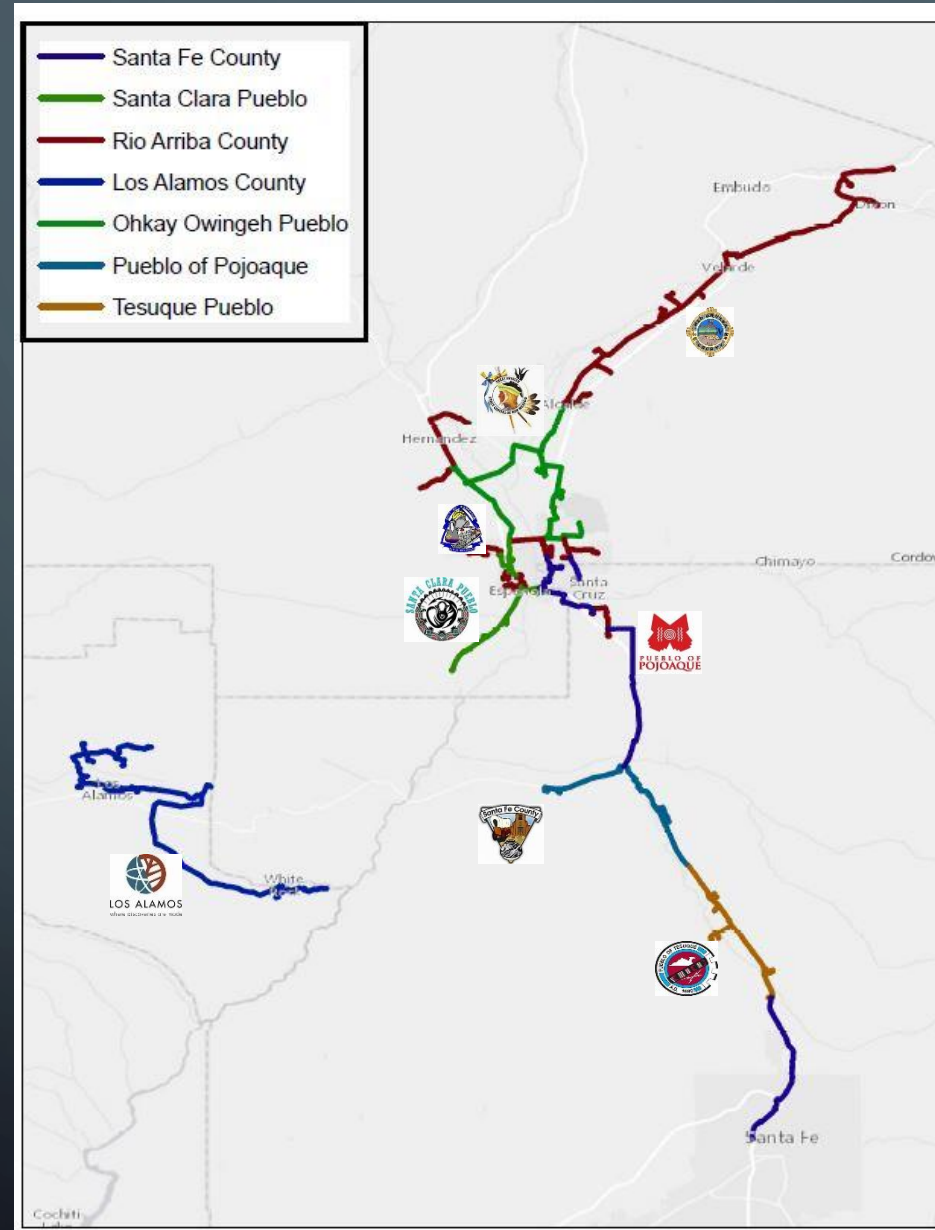
WHY IS THERE A REDI NET?

- Constrained investment in broadband within our communities
- Limited capacity
- Lack of competition
- With every percentage point increase in broadband penetration, employment expands by nearly 300,000 jobs.
- Jobs involved in the building and expansion of broadband networks pay 42 percent more than the average for manufacturing jobs in America.
- From 1998 to 2002, employment in communities with broadband grew 1 percentage point more than in communities without it.
- Broadband networks attract investment to areas that would not otherwise be viable to many businesses such as rural areas and inner-city regions.
- The expansion of energy **efficient** smart grids, which high speed communications are an integral part of, is expected to dramatically improve economic growth and provide thousands of new quality U.S. jobs.

REDI NET CUSTOMERS

- Internet or broadband providers (ISPs) that offer services to residential and commercial customers
- Community Anchor Institutions such as schools, medical facilities, government offices, community centers, ...

REDI NET FIBER NETWORK



WHAT DOES REDI NET DO?

- Operate the fiber network
- Break/fix
- Maintenance
- Manage shared resources
- Solution Development (Whats That?)
- Easements
- Right of Ways
- Pole attachment Agreements
- Utility Line Locates
- Permitting
- Construction
- Project Management
- New Technology implementation
- 24/7 Network Operations
- Bulk purchasing for Internet Access
- ISP recruitment and expansion
- Partnerships
- Project development
- Vendor Management
- Insurance
- Legal
- Contracting
- Fiscal Management
- Inventory Management

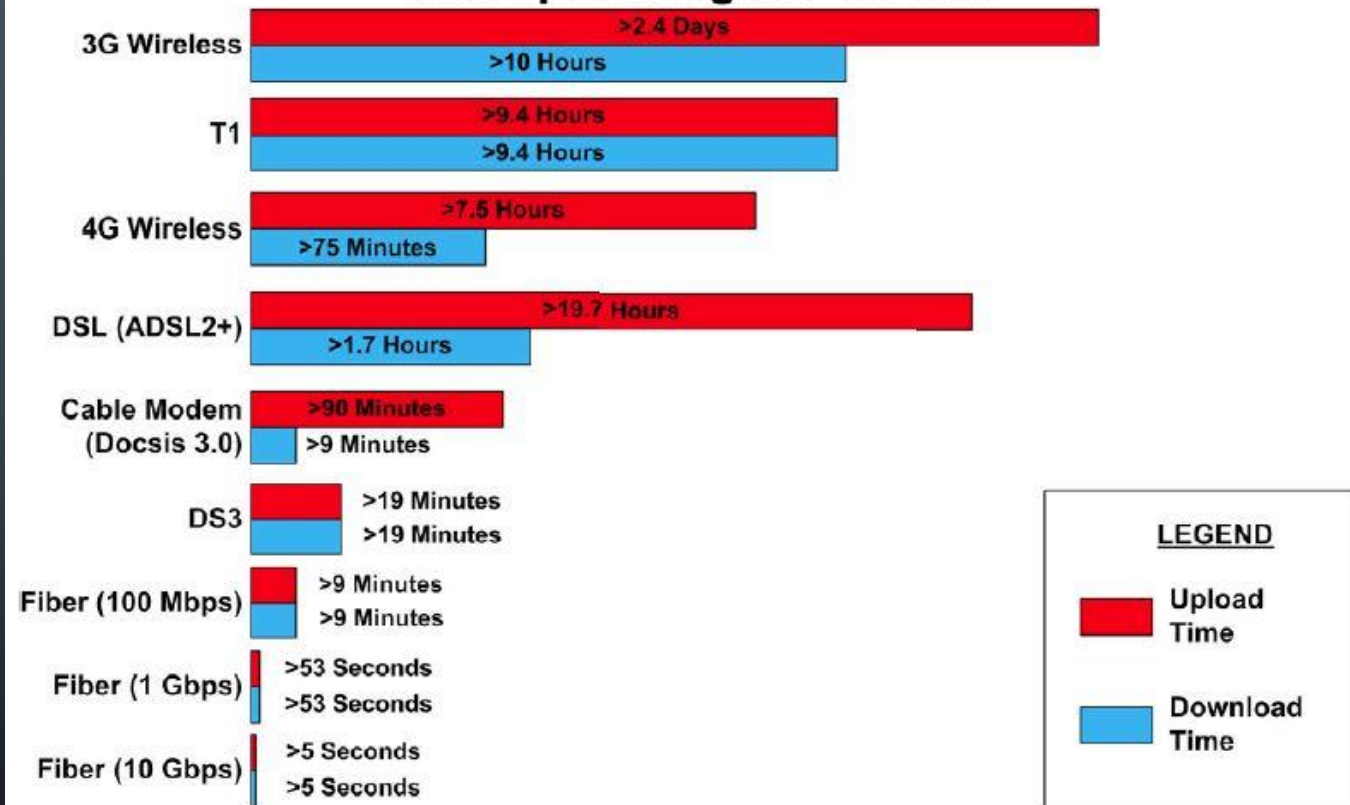
REDI NET HISTORY

2008	Consortium formed to apply for Broadband Technology Opportunities Program (BTOP) grant.
2009-10	Application cycle to fund the Regional Economic Development Initiative Network – REDI Net.
August 2010	\$10.6 million BTOP grant awarded. + \$2.9 million in local match; as a program of NCNMEDD
June 2011	Construction of fiber network started.
January 2012	First customers connected to the network.
April 2016	Rio Arriba County assumes fiscal agency for REDI Net.
May 2016	REDI Net obtained an EIN.
June 2017	REDI Net hired a General Manager.

BROADBAND OPTIONS

Figure 1: Comparative Speeds of Various Technologies

Minimum Time Required for Downloading and Uploading a 5 GB File



Redi-Net Mission Statement

REDI-NET IS A REGIONAL MULTI-GOVERNMENTAL COLLABORATION SET ON BRIDGING THE DIGITAL DIVIDE TO BRING BROADBAND SERVICES TO OUR COMMUNITIES FOR IMPROVED PUBLIC SAFETY, EDUCATION, HEALTH, AND ECONOMIC DEVELOPMENT.

Redi-Net Vision Statement

TO BECOME A RECOGNIZED LEADER IN BROADBAND SERVICES AT COMPETITIVE PRICES FOR ALL OF NORTHERN NEW MEXICO.

REDI-NET IDENTIFIES BROADBAND AS A NECESSARY QUALITY OF LIFE COMPONENT AND SEEKS TO LEVEL THE INFRASTRUCTURE PLAYING FIELD THAT NORTHERN NEW MEXICO HAS STRUGGLED WITH FOR GENERATIONS.

MAINTAIN A BUSINESS MODEL BASED ON GREATER GOOD RATHER THAN SOLELY PROFIT AND LOSS VIA ROBUST INFRASTRUCTURE AND ANCHOR INSTITUTIONS.

GOALS

- Reduce the cost of broadband for Anchor Institutions;
- Expand services both geographically and number of customers, while maintaining affordability & reliability;
- Formulate strategic partnerships to increase service areas; type and geography;
- Workforce development; improve IT capacity in the region.

DISCUSSION & QUESTIONS

Thank You!





County of Los Alamos

Staff Report

June 19, 2018

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: County Council - Work Session

Legislative File: 10652-18

Title

Discuss Animal Shelter Management Philosophy

Body

This agenda item is prompted by discussions with Los Alamos residents, some of whom are active volunteers in organizations whose missions include animal welfare support. Through these discussions and research in the literature, it is apparent that there are a number of models and philosophical approaches for managing animal shelters. Those models range from the original dog pound concept with minimal services to shelters which offer an array of services and programs. It appears that our shelter falls somewhere in the middle, although that is not entirely clear.

The question has arisen as to whether the current model and operations is structured in such a way that **our** shelter meets high standards **for** the humane treatment of the animals and a high level of service to our citizens

A way to assess this question would be to create a citizen committee, working with assigned staff, charged with answering a number of questions and issues that could include:

- Consider various structural options for managing the shelter.
- What is the best model for managing the animal shelter?
- Include cost estimates for various options.
- Provide recommendations for policies and practices that provide for proper animal care, and emotional health.
- What services should be provided?
- What relationship should exist with other shelters?
- Other points as discussed in the work session.

Bridgit Lindquist, Executive Director of the Espanola Valley Humane Society is an invited presenter who will give an overview of how it is managing the Espanola Shelter and general issues associated with managing animal shelters.

Attachments

A - Police Department FY19 Budget

POLICE DEPARTMENT

Description

The Los Alamos Police Department is a full service law enforcement agency committed to serving the public through professional, safe, and ethical policing. The Department includes Operations (Patrol, Investigations, Community Liaison) Staff Services (LANL Liaison, Training, Evidence, Records), Support (Detention, Animal Control), and Emergency Management (Dispatch).

Mission

The mission of the Los Alamos Police Department is to provide quality, proactive law enforcement services to our community that promote an atmosphere of safety and security for both our residents and visitors while protecting the rights and guarantees provided under the Constitution of the United State of America and the State of New Mexico.

Department Budget

	FY2016 Actual	FY2017 Actual	FY2018 Adopted Budget	FY2019 Proposed Budget	% Variance FY2019 vs FY2018	FY2020 Projected Budget
Expenditures by Program:						
Animal Control	271,987	376,381	390,822	377,686	(3%)	377,686
Detention	1,432,051	1,791,269	1,643,056	1,681,104	2%	1,681,104
Consolidated Dispatch	996,656	1,127,562	1,270,486	1,248,097	(2%)	1,248,097
Operations	4,736,725	4,673,465	4,350,159	4,337,401	0%	4,378,521
Records / Administration	1,147,165	1,171,394	1,030,724	995,959	(3%)	995,959
	<u>8,584,584</u>	<u>9,140,071</u>	<u>8,685,247</u>	<u>8,640,247</u>	(1%)	<u>8,681,367</u>
Expenditures by Fund:						
General	8,524,841	9,100,438	8,646,047	8,601,047	(1%)	8,642,167
State Grants	59,743	39,633	39,200	39,200	0%	39,200
	<u>8,584,584</u>	<u>9,140,071</u>	<u>8,685,247</u>	<u>8,640,247</u>	(1%)	<u>8,681,367</u>
Expenditures by Type:						
Salaries	4,513,580	4,983,581	5,090,814	5,090,346	0%	5,090,346
Benefits	1,930,186	2,161,893	2,411,933	2,346,949	(3%)	2,388,069
Contractual services	338,373	398,745	166,440	253,100	52%	253,100
Other services	198,601	228,305	158,882	134,791	(15%)	134,791
Materials / supplies	585,496	596,500	300,770	264,784	(12%)	264,784
Interfund charges-Other	491,889	466,230	517,208	511,077	(1%)	511,077
Capital outlay	525,940	304,234	39,200	39,200	0%	39,200
Fiscal charges	519	583	0	0	N/A	0
	<u>8,584,584</u>	<u>9,140,071</u>	<u>8,685,247</u>	<u>8,640,247</u>	(1%)	<u>8,681,367</u>
FTE Summary:						
Regular (full & part time)	75.00	73.00	74.00	74.00	0%	74.00
Limited Term	0.00	0.00	0.75	0.75	0%	0.75
	<u>75.00</u>	<u>73.00</u>	<u>74.75</u>	<u>74.75</u>	0%	<u>74.75</u>
By Division:						
Animal Control	3.00	4.00	4.00	4.00	0%	4.00
Detention	16.00	16.00	16.00	16.00	0%	16.00
Consolidated Dispatch	14.35	13.35	13.35	13.35	0%	13.35
Emergency Management	2.00	2.00	2.00	2.00	0%	2.00
Records / Administration	8.65	8.65	9.40	9.40	0%	9.40
Operations	31.00	29.00	30.00	30.00	0%	30.00
	<u>75.00</u>	<u>73.00</u>	<u>74.75</u>	<u>74.75</u>	0%	<u>74.75</u>

Budget Overview

The Police Department budget is designed to sustain and enhance our existing capacity to provide professional law enforcement service to our citizens and visitors. Funding is utilized to ensure Police Department employees are properly trained, equipped, and staffed to provide safe, efficient, ethical, and professional law enforcement service. The Police Department will continue to leverage our funding with community partnership and collaboration to sustain Los Alamos as one of the safest communities in the nation.